

STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

**CALL TO ORDER:** Mayor Keenan called the meeting to order at 7:00 P.M.

**PLEDGE OF ALLEGIANCE:** Mayor Keenan 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:** Reverend Martin Dawson of Stratford Presbyterian Church led the opening prayer.

**OATHS OF OFFICE:**

Oath of office to Patrick Gilligan was administered by Congressman Donald Norcross.

Oath of office to Councilman Stephen Gandy was administered by Congressman Donald Norcross.

Oath of office to Councilman Michael Tolomeo was administered by Congressman Donald Norcross.

**ROLL CALL:**

MAYOR JOSH KEENAN – PRESENT  
STEPHEN GANDY, COUNCILMAN – PRESENT  
PATRICK GILLIGAN, COUNCILMAN – PRESENT  
PATRICK GREEN, COUNCILMAN – PRESENT  
LINDA HALL, COUNCILWOMAN – PRESENT  
TINA LOMANNO, COUNCILWOMAN – PRESENT  
MICHAEL TOLOMEO, COUNCILMAN – PRESENT  
RON MORELLO, POLICE CHIEF – PRESENT  
JOHN D. KEENAN, JR., ACTING BOROUGH ADMINISTRATOR – PRESENT  
MICHAELA BOSLER, ACTING BOROUGH CLERK – PRESENT

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

Council President     A motion was made by Councilman Tolomeo to appoint Councilwoman Linda Hall as President of Council, and was seconded by Councilman Gilligan with all eyes 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.

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

- RESOLUTION 2021:001 – 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;

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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

Stuart Platt, Esq.  
Platt & Riso, P.C.  
40 Berlin Rd.  
Stratford, NJ 08084

Be appointed as Solicitor for the Borough of Stratford for the year 2021 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 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.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute an agreement with Stuart Platt, Esq. for such services.

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

• RESOLUTION 2021:002 – 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 2021 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, PE, RA, PP, CMA 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.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute an agreement with Steven M. Bach, PE, RA, PP, CME for such services.

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

• RESOLUTION 2021:003 – 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,

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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

Scott P. Barron  
Bowman & Company, LLC  
601 White Horse Road  
Voorhees, NJ 08043

Be appointed as Auditor for the Borough of Stratford for the year 2021 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.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute an agreement with Scott P. Barron for such services.

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

• RESOLUTION 2021:004 – 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, Esq.  
5 Riesling Ct.  
Marlton, NJ 08053

Be appointed as Prosecutor for the Borough of Stratford for the year 2021 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, 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.

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

• RESOLUTION 2021:005 – 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

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Frank Falkenstein, Esq.  
306 W. Cuthbert Blvd.  
Haddon Township, NJ 08108

Be appointed as a Municipal Public Defender for the Borough of Stratford for the year 2021 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 Frank Falkenstein, 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 Frank Falkenstein as Public Defender of the Borough of Stratford for a one-year term. Tolomeo motioned to approve. Gandy seconded the motion and all members present voting in favor in a voice vote.

● **RESOLUTION 2021:006 – 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, Esq.  
34 South Main St.  
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, 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 Gary H. Lomanno as Alternate Public Defender 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.

**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 (Training Chief)
  - Assistant Chief – Michael Lemmerman (Station Chief)
  - Captain – Jeffrey Riebel (Ladder)
  - Captain – Gary Riebel, Sr. (Squad)
  - Lieutenant – Robert Bove (Engine)
  - Lieutenant – Brian Worthington (Squad)
  - Safety Officer – Michael Meyers

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- Gandy motioned to approve. Giligan seconded the motion and all members present voting in favor in a voice vote.
- Mayor Keenan appointed Rosemary Simpkins to the Historic Preservation Commission for a two-year term. Green motioned to approve. Hall 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. Tolomeo seconded the motion and all members present voting in favor in a voice vote with Lomanno abstaining.
- Mayor Keenan appointed Michael Tolomeo as the Parks Commission Liaison for a one-year term. Gandy motioned to approve. Green seconded the motion and all members present voting in favor in a voice vote with Tolomeo abstaining.
- Mayor Keenan appointed Kristina Rauer and Patricia Riebel as Police Matrons for a one-year term. Hall motioned to approve. Lomanno seconded the motion and all members present voting in favor in a voice vote.
- Mayor Keenan appointed Brian Martin, Steve Gant, Michael Santora, and Ron Morello as Deputy OEM Coordinators for a one-year term. Gilligan motioned to approve. Gandy 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:
  - Ron Morello – Joint Land Use Board, Class II – One-year term
  - Paul McGovern – Joint Land Use Board, Class IV – One-year term
  - Karl Botterbodt – Joint Land Use Board, Alternate – Two-year term
  - Lisa Balog – Parks Commission – Five-year term
  - Patricia Pierce – Library Board of Trustees – Five-year term
  - Dr. Marvin Herring – Board of Health – Three-year term
  - Joseph Hahn – Board of Health – Three-year term
  - Kim Berdine – Municipal Coordinator on Aging – One-year term

**NEW BUSINESS:**

- RESOLUTION 2021:007 – 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 2021; 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 2021.

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

- **RESOLUTION 2021:008 – 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 2021 for the Borough of Stratford.

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

- **RESOLUTION 2021:009 – 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 2021.

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

- **RESOLUTION 2021:010 – APPOINTMENT OF REDEVELOPMENT PLANNERS**

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

Pamela J. Pellegrini, PE, PP, CME  
Maser Consulting, PA  
500 Scarborough Dr., Suite 108  
Egg Harbor Township, NJ 08234

and

Steven M. Bach, PE, RA, PP, CME  
Bach Associates  
304 White Horse Pike  
Haddon Heights, NJ 08035

Be appointed as Redevelopment Planners for the Borough of Stratford for the year 2021 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, PE, PP, CME and Steven M. Bach, PE,

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RA, PP, CME 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.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute an agreement with Pamela J. Pellegrini, PE, PP, CME and Steven M. Bach, PE, RA, PP, CME for such services.

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

- **RESOLUTION 2021:011 – 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 II  
Scott Beasley  
Stephen McBride

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

- **RESOLUTION 2021:012 – 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

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

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

- **RESOLUTION 2021:013 – RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF STRATFORD AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AFFORDABLE HOUSING PLANNING CONSULTANT SERVICES**

WHEREAS, the Borough of Stratford is need of professional planning services related to implementation of and compliance with the Borough's affordable housing settlement and plan; and

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WHEREAS, the Borough has received a proposal for services, essential to implementation of the Borough's Court approved affordable housing plan, from LFB Land Planning, prepared by Leah Furey Bruder, PP, AICP, dated November 15, 2019 attached hereto and made a part hereof as Exhibit "A" ("Proposal"); and

WHEREAS, LFB Land Planning provides professional planning services related to implementation and compliance with affordable housing settlements and plans on a professional basis; and

WHEREAS, the Borough has the need to acquire the professional services from LFB Land Planning to be provided hereunder as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, it is expected that the value of the services will not exceed \$6,500 in one (1) year; and

WHEREAS, LFB Land Planning has certified that it did not make a reportable campaign contribution during the one-year preceding the award of the Contract pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, LFB Land Planning has completed a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Stratford in the previous one (1) year and that the contract will prohibit LFB Land Planning from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford, County of Camden and State of New Jersey, that the Borough hereby approves the Proposal with LFB Land Planning to provide professional planning services related to the Borough's implementation and compliance with affordable housing settlements and plans for the reasons set forth above; and

BE IT FURTHER RESOLVED that the Proposal and the Business Entity Certification be placed on file with the Resolution; and

BE IT FURTHER RESOLVED that the Clerk shall publish such notice, if any, as required under the law.

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

• **RESOLUTION 2021:014 – APPOINTMENT OF RISK MANAGEMENT CONSULTANT**

WHEREAS, The 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:



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1. The Borough of Stratford Charles E. Rue & Son, Inc. t/a Rue Insurance as (Local Unit) hereby appoints its Risk Management Consultant.
2. The Fund Commissioner/Borough Administrator (authorized representative of the public entity) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2021 in the form attached hereto.

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

• **RESOLUTION 2021:015 – APPOINTMENT OF STATEWIDE FUND COMMISSIONER**

WHEREAS, The Borough of Stratford (hereinafter "Local Unit") is a member of 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 Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of The Borough of Stratford (Local Unit) that John Keenan (entity's elected official or employee) is hereby appointed as the Fund Commissioner for the Local Unit for the Fund Year 2021; and

BE IT FURTHER RESOLVED that Mayor Josh Keenan (second elected official or employee) is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the Fund Year 2021; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

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

• **RESOLUTION 2021:016 – JOIN/RENEW STATEWIDE INSURANCE FUND**

WHEREAS, a number of local units have joined together to form the Statewide Insurance Fund ("FUND"), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, et seq.; and

WHEREAS, The Borough of Stratford ("LOCAL UNIT") has complied with relevant law with regard to the acquisition of insurance; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the LOCAL UNIT has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from January 1, 2021 terminating on January 1, 2024 at 12:01 a.m. standard time; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

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NOW, THEREFORE, BE IT RESOLVED that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and BE IT FURTHER RESOLVED that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) :

Workers' Compensation & Employer's Liability	X
Comprehensive General Liability	X
Automobile Liability and Physical Damage	X
Public Officials and Employment Practices Liability	X
Property	X
Inland Marine Boiler and Machinery	X
Crime-Faithful Performance and Fidelity	X
Pollution Liability	X
Cyber Liability	X
Non Owned Aircraft	X

BE IT FURTHER RESOLVED that the LOCAL UNIT's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNIT's admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

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

• **RESOLUTION 2021:017 – REAPPOINT CHIEF FINANCIAL OFFICER**

BE IT RESOLVED by Mayor and Council of the Borough of Stratford to hereby reappoint:

John Fabritiis

as Chief Financial Officer for a term of four (4) years.

BE IT FURTHER RESOLVED, said term shall commence on January 1, 2021 and shall expire on December 31, 2024.

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

**RESOLUTIONS 2021:018 THROUGH 2021:027 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 2021:018 – 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 2021 Cash Management Plan, and be adhered to:

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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. 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.

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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.

● **RESOLUTION 2021:019 – 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 2021 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. OR via teleconference communications, 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 OR via teleconference communications.

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

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REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

● RESOLUTION 2021:020 – 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 2021:

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

THE RETROSPECT  
732 Haddon Ave.  
P.O. Box 296  
Collingswood, NJ 08108

● RESOLUTION 2021:021 – 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 meeting for the year of 2021, 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 2021:022 – TEMPORARY BUDGET FOR 2021

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 2021 in the total amount of \$1,490,637.00; and

BE IT FURTHER RESOLVED, that these appropriations shall be attached to and made part of this Resolution and the minutes of the January 7, 2021 Reorganization Meeting.

EXHIBIT A

BOROUGH OF STRATFORD

2021 TEMPORARY BUDGET

N.J.S.A. 40A:4-19

APPROPRIATION

ADMINISTRATIVE & EXECUTIVE

2021

BUDGET

STRATFORD BOROUGH COUNCIL  
 REORGANIZATION MEETING MINUTES  
 THURSDAY, JANUARY 7, 2021  
 7:00 P.M.

SALARIES & WAGES	40,425.00
OTHER EXPENSES	10,000.00
ELECTIONS	
OTHER EXPENSES	1,365.00
FINANCIAL ADMINISTRATION	
SALARIES & WAGES	24,500.00
OTHER EXPENSES	3,500.00
AUDIT SERVICES	10,500.00
COLLECTION OF TAXES	
SALARIES & WAGES	19,600.00
OTHER EXPENSES	4,000.00
ASSESSMENT OF TAXES	
SALARIES & WAGES	2,890.00
OTHER EXPENSES	4,000.00
LEGAL SERVICES & COSTS	
SALARIES & WAGES	3,750.00
OTHER EXPENSES	19,950.00
ENGINEERING SERVICES & COSTS	
OTHER EXPENSES	3,900.00
MUNICIPAL COURT	
SALARIES & WAGES	34,500.00
OTHER EXPENSES	12,500.00
LAND USE ADMINISTRATION	
SALARIES & WAGES	3,300.00
OTHER EXPENSES	1,700.00
POLICE DEPARTMENT	
SALARIES & WAGES	445,000.00
OTHER EXPENSES	27,000.00
EMERGENCY MANAGEMENT	
OTHER EXPENSES	1,450.00

STRATFORD BOROUGH COUNCIL  
 REORGANIZATION MEETING MINUTES  
 THURSDAY, JANUARY 7, 2021  
 7:00 P.M.

AMBULANCE ASSOCIATION	
OTHER EXPENSES	4,800.00
FIRE DEPARTMENT	
FIRE HYDRANT SERVICE	14,500.00
FIRE COMPANY EXPENSES	13,000.00
UNIFORM FIRE SAFETY	
OTHER EXPENSES	1,670.00
PUBLIC WORKS DEPARTMENT	
SALARIES & WAGES	41,000.00
OTHER EXPENSES	7,500.00
TRASH REMOVAL	95,000.00
PUBLIC BUILDING & GROUNDS	
OTHER EXPENSES	6,500.00
SHADE TREE COMMISSION	
OTHER EXPENSES	1,600.00
BOROUGH VEHICLE MAINT	10,000.00
BOARD OF HEALTH	
SALARIES & WAGES	5,500.00
OTHER EXPENSES	450.00
ENVIRONMENTAL COMMISSION	
OTHER EXPENSES	657.00
INSURANCE	
OTHER INSURANCE PREMIUMS	65,000.00
WORKERS COMPENSATION	35,000.00
GROUP INSURANCE	152,000.00
HEALTH BENEFIT WAIVER	6,000.00
PUBLIC EVENTS	
OTHER EXPENSES	3,600.00

STRATFORD BOROUGH COUNCIL  
 REORGANIZATION MEETING MINUTES  
 THURSDAY, JANUARY 7, 2021  
 7:00 P.M.

UTILITY EXPENSES & BULK PURCH	
ELECTRICITY	12,000.00
STREET LIGHTING	6,038.00
TELEPHONE	5,500.00
WATER	550.00
GAS (NATURAL OR PROPANE)	4,500.00
SEWERAGE PROCESSING	700.00
GASOLINE	13,000.00
SOLID WASTE DISPOSAL	66,000.00
SOCIAL SECURITY	50,000.00
UNEMPLOYMENT	400.00
DEFINED CONTRIBUTION SYS	
COURT BAILIFF	2,500.00
COURT SECURITY	2,500.00
AID TO LIBRARY	39,000.00
SHARED SERVICE SRO OFFICER	20,000.00
PAYMENT OF NOTE PRINCIPAL	25,000.00
INTEREST ON NOTE	1,700.00
SEWER UTILITY	
SALARIES & WAGES	55,000.00
OTHER EXPENSES	45,000.00
SOCIAL SECURITY	3,600.00
UNEMPLOYMENT	42.00
TOTAL GENERAL APPROPRIATIONS	1,490,637.00

- RESOLUTION 2021:023 – CUSTODIAN FOR TARKILL CLUB HOUSE



STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

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, 2021, and continue for a period of one (1) year.

● **RESOLUTION 2021:024 – CUSTODIAN FOR SAO 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, 2021, and continue for a period of one (1) year.

● **RESOLUTION 2021:025 – CUSTODIAN FOR QUAKER STORE**

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, 2021, and continue for a period of one (1) year.

● **RESOLUTION 2021:026 – 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 and special officers , and

FURTHERMORE, BE IT RESOLVED, by Mayor and Council of the Borough of Stratford that the following are promised employment effective January 1, 2021:

Christine Osciak (Captain)  
Naomi Leszenzynski  
Keith Hartley  
Thomas Stone  
Christopher Mote  
Sharon Boswell

STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

Christine Larsen  
Kim Houseman  
Lorraine Morello  
Bonnie DiDonato  
Cathy Gibson  
Barbara Jess  
Patricia Riebel  
Patricia White  
Tina Wiseman  
Nicole Trusko  
Kay Mayer  
Mark Tenrarello  
Rose O'Hara  
Sal Papa  
Dylan Jess Class 1  
Ronald Morello Class 1  
Dominick Osiak  
Mary Alice McGuigan

• RESOLUTION 2021:027 – 2021 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 2021:

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 2021,

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".

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

**2021 COUNCILMATIC COMMITTEES:**

Mayor Keenan announced the following appointments for Council Committees:

STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

- FINANCE & REVENUE  
Director Tina Lomanno  
Associate Member Linda Hall  
Associate Member Stephen Gandy
  
- EMERGENCY SERVICES  
Director Stephen Gandy  
Associate Member Patrick Gilligan  
Associate Member Linda Hall
  
- POLICE  
Director Patrick Gilligan  
Associate Member Patrick Green  
Associate Member Michael Tolomeo
  
- PUBLIC WORKS  
Director Michael Tolomeo  
Associate Member Patrick Green  
Associate Member Patrick Gilligan
  
- PUBLIC EVENTS  
Director Linda Hall  
Associate Member Michael Tolomeo  
Associate Member Tina Lomanno
  
- ORDINANCE & PROPERTY  
Director Patrick Green  
Associate Member Tina Lomanno  
Associate Member Stephen Gandy

STRATFORD BOROUGH COUNCIL  
REORGANIZATION MEETING MINUTES  
THURSDAY, JANUARY 7, 2021  
7:00 P.M.

**COUNCIL COMMENTS:**

- Councilwoman Hall – Wished everyone a happy new year. Wished Councilman Gilligan a Happy Birthday.
- Councilman Gandy – Wished everyone a happy new year. Thanked Mayor Keenan for the opportunity. Thanked Congressman Norcross for his attendance and swearing in the members of Council. Thanked Commissioner Young for attending and congratulated him on his reelection.
- Councilman Gilligan – Thanked Congressman Norcross and Commissioner Young. Commented how grateful he is for the opportunity to serve the Borough of Stratford.
- Councilman Green – Wished everyone a happy new year. Welcomed back Councilman Gilligan, Tolomeo, and Gandy and congratulated them on their reelection.
- Councilwoman Lomanno – Wished everyone a happy new year.
- Councilman Tolomeo – Thanked Congressman Norcross and Commissioner Young for their attendance. Commented on looking forward to serving the Borough of Stratford.

**PUBLIC PORTION:**

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

- Congressman Donald Norcross – Thanked Mayor Keenan for inviting him. Thanked all of the essential workers for continuing to work during the pandemic. Thanked the elected officials for their public service, and thanked their families for sacrifices. Spoke about the attack on the Capitol building, and working together through crisis, and preserving democracy.
- Commissioner Young – Congratulated the members of Council on their reelection.

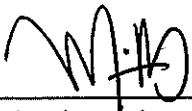
Hall motioned to close this portion of the meeting. Gilligan seconded the motion and all members present voted in favor in a voice vote

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

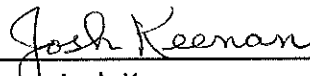
**ADJOURN:**

Hall motioned to adjourn the meeting at 7:45 PM. Lomanno 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