

**BOROUGH OF GIBBSBORO**  
**REORGANIZATION MEETING AGENDA**  
**January 6, 2021**  
**7:00 P.M.**

**Meeting called to order**

**Pledge of Allegiance**

**Opening Statement:** “All the notice requirements of the Open Public Meeting Act have been complied with in full.”

**ROLL CALL**

Councilman Mitchell Brown  
Councilman Fred Deterding  
Councilwoman Christine Karesh  
Councilman Michael MacFerren  
Councilman Ronald Rickert  
Councilman Glenn Werner

**NOMINATION OF COUNCIL PRESIDENT**

**2021-1-01      RESOLUTION APPOINTING COUNCIL PRESIDENT**

**APPOINTMENTS BY COUNCIL**

<b>Borough Solicitor</b>	John P. Jehl Law Offices of John P. Jehl	12/31/21
<b>Borough Engineer</b>	Gregory Fusco, Acting for KEI Associates	12/31/21
<b>Borough Auditor</b>	Leon P. Costello, Acting for Ford, Scott & Associates, LLC	12/31/21
<b>Borough Planner</b>	Brian M. Slauch, Acting for Clarke, Caton, Hintz	12/31/21
<b>Special Counsel</b>	Joseph F. Fabian, Acting for McCrink, Kehler & McCrink	12/31/21

**2021-1-02      RESOLUTION APPOINTING BOROUGH SOLICITOR**

**2021-1-03      RESOLUTION APPOINTING BOROUGH ENGINEER**

**2021-1-04      RESOLUTION APPOINTING BOROUGH AUDITOR**

**2021-1-05      RESOLUTION APPOINTING BOROUGH PLANNER**

**2021-1-36      RESOLUTION APPOINTING SPECIAL COUNSEL**

**NOMINATION OF PLANNING BOARD MEMBER, CLASS #3**

**APPOINTMENTS BY MAYOR**

Member	<u>ENVIRONMENTAL COMMISSION</u> Brian Ebersol	12/31/23
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<u>PLANNING/ZONING BOARD</u>		
Member, Class 2	Susan R. Croll	12/31/21
Member, Alternate #2	John Ritz	12/30/22

<u>OTHER APPOINTMENTS</u>		
Borough Historian	Mayor Edward Campbell	12/31/21
Editor, Town Crier	Mayor Edward Campbell	12/31/21
Building Inspector	Bernard Shepherd	12/31/21
Compliance Officer	Bernard Shepherd	12/31/21
Zoning Official	Bernard Shepherd	12/31/21
Sewer Operator	James Stevenson	12/31/21
Sewer Clerk	Kevin Hatch	12/31/21

<u>MUNICIPAL COURT</u>		
Judge	Roderick Baltimore	12/31/23
Prosecutor	Timothy J. Higgins	12/31/21
Public Defender	Charles Wigginton	12/31/21

<u>BOARD OF HEALTH ADVISORY COMMITTEE</u>		
1 Yr.	Michael MacFerren	12/31/21
1 Yr.	Fred Deterding	12/31/21

**2021-1-06**

**RESOLUTION RATIFYING APPOINTMENTS**

**RESOLUTIONS**

- 2021-1-07 RESOLUTION APPOINTING COMMITTEES
- 2021-1-08 RESOLUTION ESTABLISHING ORDER OF BUSINESS
- 2021-1-09 RESOLUTION ADOPTING A TEMPORARY BUDGET
- 2021-1-10 RESOLUTION ADOPTING ROBERT'S RULES OF ORDER
- 2021-1-11 RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR PUBLICATION
- 2021-1-12 RESOLUTION ESTABLISHING COUNCIL MEETING DAYS AND TIMES
- 2021-1-13 RESOLUTION ESTABLISHING MEETING DAYS AND TIMES FOR MUNICIPAL BODIES
- 2021-1-14 RESOLUTION AUTHORIZING A CASH MANAGEMENT PLAN FOR THE BOROUGH OF GIBBSBORO
- 2021-1-15 RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

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- 2021-1-16 RESOLUTION APPOINTING ASSESSMENT OFFICER
- 2021-1-17 RESOLUTION APPOINTING TAX COLLECTOR AS MUNICIPAL LIEN OFFICER
- 2021-1-18 RESOLUTION AUTHORIZING TAX ASSESSOR TO FILE, STIPULATE, SETTLE TAX APPEALS, AND ROLL BACK TAX COMPLAINTS FOR THE BOROUGH OF GIBBSBORO
- 2021-1-19 RESOLUTION ESTABLISHING DUE DATES FOR THE COLLECTION OF ANNUAL SEWER ASSESSMENTS
- 2021-1-20 RESOLUTION SETTING INTEREST RATE FOR UNCOLLECTED TAXES AND DELINQUENT SEWER BILLS
- 2021-1-21 RESOLUTION AUTHORIZING AN ESCROW FOR TAX COLLECTOR ERRORS AND OMISSIONS
- 2021-1-22 RESOLUTION REGARDING HIRING
- 2021-1-23 RESOLUTION AUTHORIZING REIMBURSEMENT OF EXPENSES INCURRED BY PERSONS PERFORMING BOROUGH BUSINESS
- 2021-1-24 RESOLUTION APPOINTING AFFIRMATIVE ACTION COMPLIANCE OFFICER AND CIVIL RIGHTS COMPLIANCE OFFICER
- 2021-1-25 RESOLUTION AUTHORIZING OPENING OF OFFICIAL CHECKING ACCOUNTS
- 2021-1-26 RESOLUTION ESTABLISHING CHANGE FUND ACCOUNTS
- 2021-1-27 RESOLUTION ESTABLISHING PETTY CASH FUNDS
- 2021-1-28 RESOLUTION AUTHORIZING ESTABLISHMENT OF FEES
- 2021-1-29 RESOLUTION CANCELING CERTAIN TAX CREDIT UNDER TEN DOLLARS
- 2021-1-30 RESOLUTION CANCELING CERTAIN SEWER CREDITS UNDER ONE DOLLAR
- 2021-1-31 RESOLUTION APPOINTING FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND AND MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

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- 2021-1-32 RESOLUTION AUTHORIZING THE BOROUGH CLERK TO ADVERTISE EMPLOYMENT VACANCIES
- 2021-1-33 RESOLUTION RECONFIRMING THE DEDICATED TAX RATE FOR THE MUNICIPAL OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND FOR TAX BILLING PURPOSES
- 2021-1-35 RESOLUTION ADOPTING A POLICY REQUIRING SURPLUS FORECASTING
- 2021-1-37 RESOLUTION AUTHORIZING THE CFO TO EXECUTE AN AGREEMENT WITH PHOENIX ADVISORS, LLC TO PROVIDE CONTINUING DISCLOSURE AGENT SERVICES AND TO SERVE AS THE INDEPENDENT MUNICIPAL ADVISOR "OF RECORD" FOR THE BOROUGH OF GIBBSBORO
- 2021-1-38 RESOLUTION AUTHORIZING THE BOROUGH CLERK TO ISSUE LICENSES FOR GAMES OF CHANCE
- 2021-1-39 RESOLUTION AUTHORIZING THE EXTENSION OF ANIMAL CONTROL SERVICES CONTRACT FOR 2021
- 2021-1-40 RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2021
- 2021-1-41 RESOLUTION AUTHORIZING AN AGREEMENT WITH VOORHEES ANIMAL ORPHANAGE FOR SHELTER SERVICES
- 2021-1-43 RESOLUTION APPOINTING AMY C. TROXEL AS BOROUGH CLERK AND LOCAL REGISTRAR IN THE BOROUGH OF GIBBSBORO
- 2021-1-44 RESOLUTION AUTHORIZING CERTAIN TRANSFERS WITHIN THE 2020 BUDGET

**ORDINANCES FOR FIRST READING**

- 2021-01 ORDINANCE ADOPTING REVISED STORMWATER MANAGEMENT CONTROL REGULATIONS FOR THE BOROUGH OF GIBBSBORO IN ACCORDANCE WITH THE TIER A MUNICIPAL STORMWATER PERMIT REQUIREMENTS

**ORDINANCES FOR SECOND READING**

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**MINUTES**

Motion to dispense reading and approve minutes of 12/9/20

**VOUCHERS**

Motion to dispense reading and approve vouchers in the amount of **\$1,289,532.49**

**CORRESPONDENCE**

To: Mayor and Council, received 1/4/21  
From: Peggy Mason, Crossing Guard  
Re: Resignation  
Action:

**OLD BUSINESS**

1. RECEIPT OF QUOTES FOR REAL ESTATE APPRAISAL SERVICES AT 105 SOUTH LAKEVIEW DRIVE

Quotes were solicited from the following vendors on 11/23/20 with a submission deadline of 11:00 AM on 12/4/20:

	<u>Total Bid</u>	<u>Additional Services</u> (hourly rate)
J. McHale & Associates*	\$3,600.00	\$275.00
Bruce Associates, Inc.	\$4,000.00	\$300.00
Heil Appraisers	No bid	
Molinary & Associates, PC	\$4,800.00	\$150.00
T.W. Sheehan & Associates	No bid	
Renwick & Associates	\$3,500.00	\$250.00
Caroll McIlhinney, LLC	No bid	
Steven W. Bartelt, MAI	\$3,420.00	\$200.00
Robert M. Sapio	Return to sender	
Aspen Valuation Group, LLC	No bid	

\* Received 12/7/20

**NEW BUSINESS**

1. REPLACEMENT OF SHINGLED ROOFS – CHANGE ORDER NO. 1

Treasurer’s Certification has been received by Borough Clerk.

2021-1-42 RESOLUTION APPROVING CHANGE ORDER NO. 1 – REPLACEMENT OF SHINGLED ROOFS AT THE GIBBSBORO MUNICIPAL BUILDING AND TANGLEWOOD PUMPING STATION

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2. QUOTES FOR NEW POLICE HIRE UNIFORMS

Lawman Supply Company, Pennsauken, NJ	\$1128.00
Public Safety Unlimited, Voorhees, NJ	\$1350.00*
Hero Outfitters, West Berlin, NJ	\$1482.00

\* Police Department request to accept bid from Public Safety Unlimited (see letter)

3. POLICE LEADERSHIP

Letter of Resignation from Gibbsboro Police Chief, Justin Tomaszewski

4. SALARY RESOLUTION

2021-1-34 RESOLUTION ESTABLISHING SALARIES OF MUNICIPAL OFFICIALS  
AND EMPLOYEES OF THE BOROUGH OF GIBBSBORO, COUNTY OF  
CAMDEN FOR THE YEAR 2021

**CLOSING COMMENTS**

**MEETING OPEN TO THE PUBLIC**

**INFORMATIONAL**

1. Next regular meeting of the Mayor and Council of the Borough of Gibbsboro is Wednesday, February 10, 2021 at 7:00 P.M.

**ADJOURNMENT**