

January 4, 2021

The Township Committee met on the above date via Gotomeeting.com with the Township Clerk, Caryn M. Hoyer calling the meeting to order at 7:00 PM.

The Open Public Meetings Act statement was read and compliance noted. The statement on public comment during remote meetings was read.

AGENDA MATTER(S) REQUIRING RECUSAL(S)

None

Oath of Office

The Township Clerk administered the Oath of Office to Committeewoman Denise Koetas-Dale and Committeeman Jeremy Liedtka.

Roll call was taken showing present: Committeemen Shreekant Dhopte, Jeremy Liedtka, Lido Panfili and Michael Russo and Committeewoman Denise Koetas-Dale.

Ms. Hoyer asked for nomination for the office of Mayor.

Mr. Panfili nominated Jeremy Liedtka seconded by Mr. Russo. Mr. Dhopte nominated Denise Koetas-Dale, seconded by Ms. Koetas-Dale.

Roll call was taken on the nomination of Mr. Liedtka for Mayor: Mr. Dhopte – no; Ms. Koetas-Dale – no; Mr. Panfili – yes; Mr. Russo – yes and Mr. Liedtka – yes.

Ms. Hoyer administered the Oath of Office to Jeremy Liedtka as Mayor.

Mayor Liedtka nominated Mr. Panfili seconded by Mr. Russo. Mr. Dhopte nominated Denise Koetas-Dale, seconded by Ms. Koetas-Dale.

Roll call was taken on the nomination of Mr. Panfili for Deputy Mayor: Mr. Dhopte – no; Ms. Koetas-Dale – no; Mr. Panfili – yes; Mr. Russo – yes and Mr. Liedtka – yes.

Ms. Hoyer administered the Oath of Office to Lido Panfili as Deputy Mayor.

RESOLUTIONS

Mr. Panfili made a motion seconded by Mr. Dhopte to approve Resolutions 2021-1-1 through 2021-1-9. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolutions approved.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-1**

**RESOLUTION ESTABLISHING MEETING DATES OF THE
TOWNSHIP COMMITTEE FOR THE YEAR 2021**

WHEREAS, the Township Committee will conduct its meetings exclusively by electronic means using GoToMeeting.com. Members of the public can attend and participate remotely at GoToMeeting.com by clicking on the “join” tab at the top and entering the applicable Meeting ID number. Access through telephone is also available by dialing the telephone access number and entering the Meeting ID number when prompted. To ensure public participation, members of the public may make public comment through audio, or submit written public comment via email to caryn@chesterfieldtwp.com or in written letter form to the Chesterfield Township Municipal Building by no later than 2:00 p.m. the day of the published scheduled Committee meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that during the year 2021 the regular monthly meetings of the Chesterfield Township Committee will be held the second and fourth Thursdays of each month, unless otherwise indicated, at the hour of 7:00 PM virtually through the GoToMeeting.com forum. Formal action may be taken on any matters within the purview of the Committee and any meeting may be cancelled if found to be unnecessary. The scheduled meeting dates for 2021 are:

Meeting Date	GoToMeeting.com ID Number	Telephone access
January 14, 2021	447-346-029	1(312) 757-3121
January 28, 2021	287-762-173	1(646) 749-3122
February 11, 2021	171-666-789	1(408) 650-3123
February 25, 2021	887-618-253	1(408) 650-3123
March 11, 2021	857-926-901	1(646) 749-3122
March 25, 2021	933-600-357	1(872) 240-3212
April 8, 2021	330-971-149	1(646) 749-3122
April 22, 2021	169-342-365	1(224) 501-3412
May 13, 2021	660-929-493	1(312) 757-3121
May 27, 2021	544-943-805	1(872) 240-3311
June 10, 2021	493-711-461	1(669) 224-3412
June 24, 2021	240-537-757	1(872) 240-3212
July 22, 2021	480-707-493	1(224) 501-3412
August 26, 2021	207-926-565	1(408) 650-3123
September 23, 2021	521-872-717	1(646) 749-3122
October 14, 2021	702-731-845	1(786) 535-3211
October 28, 2021	852-516-733	1(872) 240-3412
November 10, 2021(Wed)	902-597-685	1(646) 749-3122
December 9, 2021	754-282-749	1(786) 535-3211
December 30, 2021	875-442-061	1(872) 240-3311

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-2**

**RESOLUTION ESTABLISHING 2021 MEETING DATES FOR  
THE CHESTERFIELD TOWNSHIP BOARD OF HEALTH**

**WHEREAS**, Chesterfield Township Board of Health will meet, as business necessitates, during the regular meeting of the Chesterfield Township Committee. These meetings will be held exclusively by electronic means using GoToMeeting.com. Members of the public can attend and participate remotely at GoToMeeting.com by clicking on the “join” tab at the top and entering the applicable Meeting ID number. Access through telephone is also available by dialing the telephone access number and entering the Meeting ID number when prompted. To ensure public participation, members of the public may make public comment through audio, or submit written public comment via email to caryn@chesterfieldtwp.com or in written letter form to the Chesterfield Township Municipal Building by no later than 2:00 p.m. the day of the published scheduled Committee meeting.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that during the year 2021 the regular monthly meetings of the Chesterfield Township Board of Health will meet, as business necessitates, the second and fourth Thursdays of each month, unless otherwise indicated, at the hour of 7:00 PM virtually through the GoToMeeting.com forum. Formal action may be taken on any matters within the purview of the Chesterfield Township Board of Health. The scheduled meeting dates for 2021 are:

| Meeting Date           | GoToMeeting.com ID Number | Telephone access |
|------------------------|---------------------------|------------------|
| January 14, 2021       | 447-346-029               | 1(312) 757-3121  |
| January 28, 2021       | 287-762-173               | 1(646) 749-3122  |
| February 11, 2021      | 171-666-789               | 1(408) 650-3123  |
| February 25, 2021      | 887-618-253               | 1(408) 650-3123  |
| March 11, 2021         | 857-926-901               | 1(646) 749-3122  |
| March 25, 2021         | 933-600-357               | 1(872) 240-3212  |
| April 8, 2021          | 330-971-149               | 1(646) 749-3122  |
| April 22, 2021         | 169-342-365               | 1(224) 501-3412  |
| May 13, 2021           | 660-929-493               | 1(312) 757-3121  |
| May 27, 2021           | 544-943-805               | 1(872) 240-3311  |
| June 10, 2021          | 493-711-461               | 1(669) 224-3412  |
| June 24, 2021          | 240-537-757               | 1(872) 240-3212  |
| July 22, 2021          | 480-707-493               | 1(224) 501-3412  |
| August 26, 2021        | 207-926-565               | 1(408) 650-3123  |
| September 23, 2021     | 521-872-717               | 1(646) 749-3122  |
| October 14, 2021       | 702-731-845               | 1(786) 535-3211  |
| October 28, 2021       | 852-516-733               | 1(872) 240-3412  |
| November 10, 2021(Wed) | 902-597-685               | 1(646) 749-3122  |
| December 9, 2021       | 754-282-749               | 1(786) 535-3211  |
| December 30, 2021      | 875-442-061               | 1(872) 240-3311  |

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-3**

**RESOLUTION AUTHORIZING HOLIDAY SCHEDULE FOR
NON-UNION EMPLOYEES OF CHESTERFIELD TOWNSHIP**

BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following holiday schedule will be observed by non-union employees of Chesterfield Township and the Municipal Building along with Public Works and Recycling Center will be closed to the public on these days:

| | | |
|----------|-------------|--------------------------------|
| Friday | January 1 | New Year's Day |
| Monday | January 18 | Martin Luther King Jr. Day |
| Monday | February 15 | President's Day |
| Friday | April 2 | Good Friday |
| Monday | May 31 | Memorial Day |
| Monday | July 5 | Independence Day (Observed) |
| Monday | September 6 | Labor Day |
| Monday | October 11 | Columbus Day |
| Thursday | November 11 | Veterans Day |
| Thursday | November 25 | Thanksgiving |
| Friday | November 26 | Day after Thanksgiving |
| Thursday | December 23 | Christmas Day (Observed) |
| Friday | December 24 | Christmas Eve |
| Friday | December 31 | New Year's Day 2022 (Observed) |

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-4**

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS  
OF THE TOWNSHIP OF CHESTERFIELD FOR THE YEAR 2021**

**BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Burlington County Times be designated as the official newspaper of the Township of Chesterfield for the year 2021.

**BE IT FURTHER RESOLVED** that the Trenton Times is hereby designated as the alternate newspaper of the Township of Chesterfield for the year 2021.

**BE IT FURTHER RESOLVED** that the bulletin board in the Chesterfield Township Municipal Building at 295 Bordentown-Chesterfield Road in Chesterfield Township and the Township official website at [www.chesterfieldtwpnj.gov](http://www.chesterfieldtwpnj.gov) are hereby designated as the place where all official notices are to be posted.

Mr. Panfili made a motion seconded by Mr. Dhopte open public comment. All were in favor. Hearing none, Mr. Dhopte made a motion seconded by Mr. Panfili to close public comment. All were in favor.

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-5**

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES
FOR THE TOWNSHIP OF CHESTERFIELD**

BE IT HEREBY RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that First Bank, The Bank of Princeton, Bank of America and the NJ Cash Management Fund are hereby designated as depository for all general monies of the Township of Chesterfield during the 2021 calendar year; and

BE IT FURTHER RESOLVED that all warrants or checks for the disbursement of money shall be made by any two (2) of the Township Committee members and by the Treasurer, or in her absence, the Municipal Clerk or Township Administrator, with the exception of the Tax Collection Account, Tax Premium Account and Municipal Court Accounts. All wire transfers shall be initiated by the Treasurer and approved by the Municipal Clerk; and

BE IT FURTHER RESOLVED that all warrants or checks for the disbursement of money from the Tax Collection Account and Tax Premium Account shall be made by the Tax Collector and Treasurer or in their absence, the Township Administrator.

BE IT FURTHER RESOLVED that all warrants or checks for the disbursement of money from the Municipal Courts Accounts shall be made by and under the direction of the Municipal Court Administrator.

BE IT FURTHER RESOLVED that said banks be and are hereby authorized to make payments from the funds on deposit with them upon and according to signed checks, drafts, notes and / or acceptances of the Township of Chesterfield pursuant to the list of accounts and authorized signatures.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-6**

**CASH MANAGEMENT PLAN**

**WHEREAS**, *N.J.S.A. 40A:5-14* requires that each local unit annually adopt a cash management plan; and

**WHEREAS**, it is desired by the Township Committee of the Township of Chesterfield to comply with said statute;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the attached Cash Management Plan for the year ending December 31, 2021 be approved.

**CASH MANAGEMENT PLAN  
TOWNSHIP OF CHESTERFIELD  
COUNTY OF BURLINGTON, NEW JERSEY**

**I. STATEMENT OF PURPOSE**

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

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

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

Current Fund  
Trust Funds  
Capital Funds  
Dog Funds  
Sewer Fund  
Unemployment  
Payroll  
Municipal Court Account  
Bail Account

**III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF CHESTERFIELD  
AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

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

**IV. DESIGNATION OF DEPOSITORIES**

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

First Bank  
The Bank of Princeton  
Bank of America  
New Jersey Cash Management Fund

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

**V. AUTHORIZED INVESTMENTS**

- a. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
  - (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  - (2) Government money market mutual funds
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an Act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
  - (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part of within which the school district is located;
  - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units;
  - (6) Local government investment pools
  - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4)
- b. Any investment instruments in which the security is not physically held by the local unit shall be covered by a third party custodial agreement which shall provide for the designation of such investments in the name of the local unit and prevent unauthorized use of such investments.
- c. Purchase of investment securities shall be executed by the "delivery versus payment" method to ensure that securities are either received by the local unit or a third party custodian prior to or upon the release of the local unit's fund.
- d. Any investment not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, of the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a National or State Bank located within this State or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967, c93(C49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a

corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who make primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

## **VI. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN**

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

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

## **VII. REPORTING REQUIREMENTS**

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

- a. The name of any institution holding funds of the Township of Chesterfield as a Deposit or a Permitted Investment.
- b. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- c. The class or type of securities purchased or Deposits made.
- d. The book value of such Deposits or Permitted Investments.
- e. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- f. The fees incurred to undertake such Deposits or Permitted Investments.
- g. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- h. All other information which may be deemed reasonable from time to time by the Township Committee of the Township of Chesterfield.

## **VIII. TERM OF PLAN**

This plan shall be in effect from January 1, 2021 to December 31, 2021. Attached to the Plan is a resolution of the Township Committee of the Township of Chesterfield approving this



Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Township Committee, the Designated Officials are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-7**

**RESOLUTION ESTABLISHING RATE OF INTEREST FOR
DELINQUENT TAXES AND DUPLICATE TAX BILL FEE**

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to permit the fixing of a said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2021, there will be a ten (10) day grace period on quarterly tax payments made by cash, check or money order. When the 10th falls on a weekend or holiday, the grace period will be extended to the next business day.
3. Any payments not made in accordance with paragraph 2 of this Resolution shall be charged interest from the due date as set forth in paragraph 1 of this Resolution.
4. This Resolution shall be published in its entirety one (1) time in the official newspaper of the Township.
5. A certified copy of this Resolution shall be provided by the Township Clerk to the Tax Collector, Attorney and Auditor for the Township of Chesterfield.

BE IT FURTHER RESOLVED that there will be a \$5.00 charge for each duplicate tax bill that must be prepared for the year 2021.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-8**

**RESOLUTION ESTABLISHING PENALTY RATE FOR TAX TITLE LIENS**

**WHEREAS**, *R.S. 54:5-61* permits the holder of a tax title lien, upon compliance with the provisions of Section 54:5-62, shall be entitled to collect from the owner or other person having an interest in the lands an additional sum equal to two percent (2%) of the amount so paid for the tax title; and

**WHEREAS**, *R.S. 54:5-61* has been amended and relates to the amount to be charged as follows:

“When the taxes, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to four percent (4%) of such amount paid; and when that sum exceeds \$10,000.00; such additional sum shall be equal to six percent (6%) of such amount paid. This shall also apply to all existing certificates held by municipalities on the effective date of this act.”

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

1. The Tax Collector is hereby authorized and directed to charge a two percent (2%) penalty on the amount due over \$200.00 and up to \$500.00; four percent (4%) up to \$10,000.00; and six percent (6%) in excess of \$10,000.00. This charge is applicable to all certificates held by the municipality as well as those which may be subsequently acquired by them as a result of future tax sales.
2. Further, the delinquency now is to be calculated on the sum of the taxes from year to year and not to be calculated on an individual year basis.
3. This Resolutions shall be published in its entirety in the Burlington County Times, which has been designated as the official newspaper of the Township.
4. A certified copy of this Resolution shall be provided by the Township Clerk to the Tax Collector, Township Attorney and Auditor for the Township of Chesterfield.

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-9**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR
TO CANCEL SMALL BALANCES**

WHEREAS, N.J.S.A. 40A:5-17.1 provides that a municipality may authorize the processing of tax refunds of less than ten dollars (\$10.00) and the cancellation of tax delinquencies of less than ten dollars (\$10.00);

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Tax Collector is hereby authorized to process, without further action on the part of the Township Committee, any property tax refund of less than ten dollars (\$10.00); and

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to process without further action on the part of the Township Committee the cancellation of any property tax delinquency of less than ten dollars (\$10.00); and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be provided by the Municipal Clerk to the Tax Collector and the Treasurer.

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Ms. Koetas-Dale made a motion seconded by Mr. Russo to approve Resolutions 2021-1-10 and 2021-1-11 Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolutions approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-10**

**RESOLUTION AUTHORIZING TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2021 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of the fiscal year; and

**WHEREAS**, appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$4,821,500.00 for the Current and \$314,600.00 for the Sewer; and

**WHEREAS**, 26.25% of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,265,643.75 for Current and \$82,582.50 for Sewer in addition to \$13,000 for Sewer Debt Service.

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made to provide for the period between the beginning of the fiscal year and the adoption of the budget:

| <b>Department</b>           | <b>Type</b> |  | <b>TEMP BUDGET</b> |
|-----------------------------|-------------|--|--------------------|
| Administration              | S&W         |  | \$ 45,000.00       |
|                             | OE          |  | \$ 10,000.00       |
| Mayor & Council             | S&W         |  | \$ 9,000.00        |
|                             | OE          |  | \$ 1,000.00        |
| Clerk                       | S&W         |  | \$ 27,000.00       |
|                             | OE          |  | \$ 7,000.00        |
| Finance                     | S&W         |  | \$ 23,000.00       |
|                             | OE          |  | \$ 8,000.00        |
| Audit                       | OE          |  | \$ 10,000.00       |
| Tax Assessor                | S&W         |  | \$ 7,000.00        |
|                             | OE          |  | \$ 6,000.00        |
| Maint. of Tax Maps          | OE          |  | \$ 500.00          |
| Collection of Taxes         | S&W         |  | \$ 8,000.00        |
|                             | OE          |  | \$ 4,000.00        |
| Legal                       | OE          |  | \$ 35,000.00       |
| Engineering                 | OE          |  | \$ 25,000.00       |
| Buildings & Grounds         | S&W         |  | \$ 1,000.00        |
|                             | OE          |  | \$ 19,000.00       |
| Historic Preservation Comm. | O&E         |  | \$ 300.00          |
| Planning Board              | S&W         |  | \$ 3,000.00        |
|                             | OE          |  | \$ 10,000.00       |
| Environmental Commission    | S&W         |  | \$ 500.00          |
|                             | OE          |  | \$ 3,000.00        |
| Recycling                   | S&W         |  | \$ 5,000.00        |
|                             | O&E         |  | \$ 1,000.00        |
| Liability Insurance         | OE          |  | \$ 30,000.00       |
| Workers Compensation        | OE          |  | \$ 51,000.00       |
| Group Health                | OE          |  | \$ 125,000.00      |
| Police Department           | S&W         |  | \$ 280,000.00      |
|                             | OE          |  | \$ 15,000.00       |
| First Aid                   | OE          |  | \$ 500.00          |
| Animal Control              | S&W         |  | \$ 200.00          |
|                             | OE          |  | \$ 1,000.00        |
| Emergency Management        | S&W         |  | \$ 500.00          |
|                             | OE          |  | \$ 500.00          |
| Streets & Roads             | S&W         |  | \$ 120,000.00      |
|                             | OE          |  | \$ 25,000.00       |
| Maintenance of Vehicles     | OE          |  | \$ 12,000.00       |
| Board of Health             | S&W         |  | \$ 2,000.00        |



Payroll  
Insurance  
State, County, School Payments  
Public Utilities  
Approved Grant Application Fees  
Contractual Payments  
Debt Service

**NOW THEREFORE, BE IT RESOLVED** by the Township committee of the Township of Chesterfield, County of Burlington, State of New Jersey that authorization is hereby given that the Chief Financial Officer/Treasurer is hereby authorized to pay bills on the foregoing list prior to approval of the bill list.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution will be forwarded to the New Jersey Division of Contract Compliance and Equal Opportunity as required by Statute.

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Mr. Russo made a motion seconded by Mr. Dhopte to approve Resolution 2021-1-12 through 2021-1-16 Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolutions approved.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-12**

**RESOLUTION AUTHORIZING ASSESSOR TO FILE NECESSARY
APPEALS TO MAINTAIN ASSESSMENT ACCURACY**

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

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

WHEREAS, changes in property ownership at time necessitates adjustment in the veterans and / or senior citizens deduction allowed on the assessment list; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the Assessor fulfilling the duties and requirements of his office, be authorized to file with the Burlington County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Township of Chesterfield; and

BE IT FURTHER RESOLVED that the Assessor is hereby authorized to execute Stipulations of Settlement on behalf of the Municipality for appeals and rollbacks; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-13**

**RESOLUTION APPOINTING FUND COMMISSIONER FOR THE BURLINGTON  
COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township of Chesterfield is a member of the Burlington County Municipal Joint Insurance Fund, hereafter referred to as the “Fund”; and

**WHEREAS**, the Bylaws of the “Fund” require that each municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

**WHEREAS**, the Township Committee of the Township of Chesterfield recommends the appointment of Glenn McMahon to serve as Fund Commissioner in accordance with the “Fund” Bylaws;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Glenn McMahon is hereby appointed to serve as Fund Commissioner to the Burlington County Municipal Joint Insurance Fund for the calendar year 2021;

**BE IT FURTHER RESOLVED** that Thomas A. Sahol be appointed to serve as Alternate Fund Commissioner for the calendar year 2021.

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-14**

**RESOLUTION APPOINTING CONTACT PERSON FOR THE EMPLOYMENT
PRACTICES LIABILITY ATTORNEY CONSULTATION SERVICE OF THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township Committee of the Township of Chesterfield, hereinafter referred to as “Municipality”, is a member of the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as “Fund”; and

WHEREAS, the “Fund” has purchased Employment Practices Liability Coverage from XL Insurance Company; and

WHEREAS, XL Insurance has arranged for the Fund members to have access to an EPL HELPLINE service; and

WHEREAS, the HELPLINE will provide the following services:

- Attorneys will answer specific HR and Employment Law questions
Confidential and timely responses
Attorney client privilege

Via Website / E-mail
By telephone with written follow up response

- On Line Training
Managers / Supervisors
Slides, Audio, File Downloads
Small Chapters
Certificates of Completion
- Additional On Line Resources
Question of the Month
Case of the Month
HR alerts via e-mail and posted on website
Federal/State news updates
HR posters
Model policies / handbook

WHEREAS, the FUND requires the Township of Chesterfield to designate specific managerial or supervisory individuals who will have access to the HELPLINE

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that Glenn McMahon is hereby appointed to serve as the Township's contact person and Thomas A. Sahol to serve as the alternate contact person for the Employment Practices Liability Consultation Service.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-15**

**RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, *N.J.A.C. 17:27-3.5* requires that each public agency designate an individual to serve as its Public Agency Compliance Officer; and

**WHEREAS**, the Compliance Officer serves as the liaison between the New Jersey Division of Contract Compliance and Equal Employment Opportunity; and

**WHEREAS**, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity and has the authority to recommend changes to effectively support the implementation of the statute and its regulations; and

**WHEREAS**, the Chesterfield Township Committee wishes to comply with the requirements of *N.J.A.C. 17:27-3.5*;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that



Caryn M. Hoyer, RMC is hereby designated as Chesterfield Township's Public Agency Compliance Officer for the calendar year 2021; and

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution will be forwarded to the New Jersey Division of Contract Compliance and Equal Opportunity as required by Statute.

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**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-16**

RESOLUTION APPOINTING CERTAIN TOWNSHIP EMPLOYEES

WHEREAS, in accordance with the provisions of Chapter 39 of the Code of the Township of Chesterfield, certain Township employees serve in their positions for a term of one (1) year; and

WHEREAS, those terms expired December 31, 2020; and

WHEREAS, the Township Committee desires to make appointments to those positions for the year 2021;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey that the following employees are appointed to the following positions to serve at the pleasure of the Township Committee, notwithstanding the provisions for a one (1) year term:

POSITION	EMPLOYEE	POSITION	EMPLOYEE
Assessment Search Off	Caryn Hoyer	Police Secretary	Adelaide Napoleon
Building Inspector	Glenn Riccardi	Property Maint. Officer	Glenn McMahon
CDBG Coordinator	Thomas A. Sahol	Public Agency Comp Off	Caryn Hoyer
Clean Communities Coord	Rachel Fryc	Qualified Purchasing Agnt	Wendy Wulstein
Custodian of Records	Caryn Hoyer	Recreation Director	Rachel Fryc
Cust. of Records(Police)	Adelaide Napoleon	Recycling Coordinator	Caryn Hoyer
Dog Registrar	Adelaide Napoleon	Public Works Foreman	Troy Ulshafer
Deputy Clerk	Rachel Fryc	Public Works Laborer	Eric Hilgendorff
Deputy Tax Collector	Wendy Wulstein	Public Works Laborer	Stephen Lancaster
Deputy Treasurer	Caryn Hoyer	Public Works Laborer	Vincent Napoleon
Electrical Inspector	Bruno Rotondo	Public Works Laborer	Morris Hodson
Env. Commission Sec.	Adelaide Napoleon	Substitute Inspector	Ron Gafgen
Fire Sub Code	Thomas Banyacski	Substitute Inspector	Barry Stewart
Fire Inspector	Glenn Riccardi	Substitute Inspector	Mark A. Butera
Housing Inspector	Glenn McMahon	Tax Search Officer	Caryn Hoyer

Municipal Alliance Coord	Brittney Chenosky	TDR Coordinator	Caryn Hoyer
Admin. Assistant	Brittney Chenosky	Tech Asst. Const. Off.	Glenn McMahon
Planning Bd Secretary	Adelaide Napoleon	Treasurer	Wendy Wulstein
Plumbing Inspector	Christopher Rose	Zoning Officer	Glenn McMahon

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Mr. Panfili made a motion seconded by Mr. Russo to approve Resolution 2021-1-17.  
 Roll Call: Mr. Dhopte – no; Ms. Koetas-Dale – no; Mr. Panfili – yes; Mr. Russo – yes;  
 Mayor Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
 RESOLUTION 2021-1-17**

**RESOLUTION APPOINTING TOWNSHIP SOLICITOR FOR THE YEAR 2021**

**WHEREAS**, there exists in the Township of Chesterfield a need for a Township Solicitor to perform necessary, professional services for the Township; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law *N.J.S.A. 40A:11-1 et. seq.* requires that the Resolution authorizing the award of contracts for “professional services” without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.*; and

**WHEREAS**, proposals were publicly advertised, requested and received on December 8, 2020 for review and consideration of the 2021 appointment; and

**WHEREAS**, two (2) proposal were received for the position of Township Solicitor;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 4<sup>th</sup> day of January 2021 that John Gillespie, Esquire of the firm Parker McCay P.A. of Mount Laurel, New Jersey be and is hereby appointed as Township Solicitor for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2021 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

**BE IT FINALLY RESOLVED** that the required Notice of Contract Award shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law within ten (10) days of passage of this

Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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Ms. Koetas-Dale made a motion seconded by Mr. Russo to approve Resolutions 2021-1-18 and 2021-1-19 Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolutions approved.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-18**

RESOLUTION APPOINTING TOWNSHIP ENGINEER FOR THE YEAR 2021

WHEREAS, there exists in the Township of Chesterfield a need for a Township Engineer to perform necessary, professional services for the Township; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 40A:11-1 et. seq. requires that the Resolution authorizing the award of contracts for “professional services” without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et. seq.; and

WHEREAS, proposals were publicly advertised, requested and received on December 8, 2020 for review and consideration of the 2021 appointment; and

WHEREAS, three (3) proposals were received for the position of Township Engineer;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 4th day of January 2021 that Joseph R. Hirsh of Environmental Resolutions Inc. of Mount Laurel, New Jersey be and is hereby appointed as Township Engineer for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2021 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Township Administrator and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

BE IT FINALLY RESOLVED that the required Notice of Contract Award shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law within ten (10) days of passage of this

Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-19**

**RESOLUTION APPOINTING TOWNSHIP AUDITOR FOR THE YEAR 2021**

**WHEREAS**, there exists in the Township of Chesterfield a need for a Township Auditor to perform necessary, professional services for the Township; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law *N.J.S.A. 40A:11-1 et. seq.* requires that the Resolution authorizing the award of contracts for “professional services” without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

**WHEREAS**, proposals were publicly advertised, requested and received on December 8, 2020 for review and consideration of the 2021 appointment; and

**WHEREAS**, two (2) proposals were received for the position of Township Auditor;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 4<sup>th</sup> day of January 2021 that Robert Marrone of the firm Bowman & Company be and is hereby appointed as Township Auditor for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2021 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

**BE IT FINALLY RESOLVED** that the required Notice of Contract Award shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law within ten (10) days of passage of this Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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Mr. Liedtka made a motion seconded by Ms. Koetas-Dale to table Resolution 2020-1-20 appointing Bond Counsel. There is no plan for bonding at this time. All were in favor.

Mr. Russo made a motion seconded by Mr. Panfili to approve Resolution 2021-1-21. Roll call: Mr. Dhopte –abstained; Ms. Koetas-Dale – no because she was not aware until today they were changing firms; Mr. Panfili – yes; Mr. Russo – yes and Mayor Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-21**

RESOLUTION APPOINTING TOWNSHIP LABOR ATTORNEY FOR THE YEAR 2021

WHEREAS, there exists in the Township of Chesterfield a need for a Labor Attorney to perform necessary, professional services for the Township relating to labor issues; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law *N.J.S.A. 40A:11-1 et. seq.* requires that the Resolution authorizing the award of contracts for “professional services” without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, notwithstanding the aforementioned exemption for competitive bidding, the Township Committee requested qualifications and proposals for said position and has awarded this contract under a “fair and open process” pursuant to *N.J.S.A. 19:44A-20.4 et. seq.* and

WHEREAS, proposals were publicly advertised, requested and received on December 8, 2020 for review and consideration of the 2021 appointment; and

WHEREAS, four (4) proposals were received for the position of Township Labor Attorney;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 4th day of January 2021 that Charles E. Schlager of the firm Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors New Jersey be and is hereby appointed as Labor Attorney for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2021 or the appointment of a qualified replacement, whichever shall occur later; and

BE IT FURTHER RESOLVED that the Township Administrator and Clerk are authorized to execute any contract or further documentation required to effectuate such appointment; and

BE IT FINALLY RESOLVED that the required Notice of Contract Award shall be published in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law within ten (10) days of passage of this

Resolution and a copy of the contract shall be maintained in the office of the Township Clerk and available for inspection during regular business hours.

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Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2021-1-22 Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-22**

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT FOR THE  
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Township Committee of the Township of Chesterfield has resolved to join the Burlington County Municipal Joint Insurance Fund, a self-insurance pooling fund, following a detailed analysis; and

**WHEREAS**, the Bylaws of said Fund permit each municipality to appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

**WHEREAS**, the Bylaws indicate a fee not to exceed six percent (6%) of the Municipal Assessment, which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Township Committee; and

**WHEREAS**, N.J.S.A. 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

**WHEREAS**, the experience, knowledge of public insurance and risk management issues and judgmental nature required of Risk Management Consultants are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield in the County of Burlington and State of New Jersey assembled in Reorganization Session this 4<sup>th</sup> day of January 2021 that Stephen E. Walsh of EJA / Capacity Insurance in Bordentown, NJ is hereby appointed to serve as Risk Management Consultant in accordance with 40A:11-5(1)(m) for the Township of Chesterfield for a period of one (1) year, said appointment to expire on December 31, 2021 or the appointment of a qualified replacement, whichever shall occur later; and

**BE IT FURTHER RESOLVED** that the Township Administrator and Clerk are hereby authorized and directed to execute the Consultant's Agreement annexed hereto to effectuate such appointment; and

**BE IT FINALLY RESOLVED** that the required Notice of Contract Award shall be published in accordance with N.J.S.A. 40A:11-5(1) (a) (i) in the Burlington County Times, designated as the official newspaper of the Township of Chesterfield, as required by law within ten (10) days of passage of this Resolution and a copy of the contract shall be

maintained in the office of the Township Clerk and available for inspection during regular business hours.

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Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2021-1-23 Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD
RESOLUTION 2021-1-23**

**RESOLUTION AWARDING CONTRACT FOR 2021
MOWING & MAINTENANCE OF OLD YORK VILLAGE**

WHEREAS, the Township Committee authorized solicitation of bids for the Mowing & Maintenance of Old York Village; and

WHEREAS, a Notice of Bid was advertised in the Burlington County Times on November 19, 2020; and

WHEREAS, one bid was received on December 22, 2020 at 10:00 AM from Szul's Landscaping Inc. in the amount of \$147,360.00; and

WHEREAS, the Finance Officer has certified that funds are available to award this contract in the amount of \$147,360.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey that:

1. The Township Committee hereby awards a Contract to Szul's Landscapes, Inc., for the 2021 Mowing & Maintenance of Old York Village, in accordance with the Township's specifications and their bid in the amount of \$147,360.00; and

The Township Administrator and Clerk, as necessary, are hereby authorized to execute a Contract and any related documents necessary to effectuate this award in a form substantially the same as that included in the specifications.

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Mr. Russo made a motion seconded by Mr. Dhopte to approve Resolution 2021-1-24. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes. Resolution approved.

**TOWNSHIP OF CHESTERFIELD  
RESOLUTION 2021-1-24**

**AUTHORIZING PARTICIPATION IN BURLINGTON COUNTY COOP  
PRICING SYSTEM #4-BUCCP 2021-2025**

**WHEREAS**, N.J.S.A. 40A:11-11(5), specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement; and

**WHEREAS**, the County of Burlington is conducting a voluntary Cooperative Pricing System with other contracting units; and

**WHEREAS**, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

**WHEREAS**, it is the desire of the Township of Chesterfield to participate in the Burlington County Cooperative Pricing System #4-BUCCP 2021-2025 as per the attached Agreement for a Cooperative Pricing System.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey does hereby authorize entering into the Burlington County Cooperative Pricing System #4-BUCCP 2021-2025.

**BE IT FUTURE RESOLVED** that the Township Administrator and Municipal Clerk are authorized to execute any contract or further documentation required to effectuate such agreement.

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BURLINGTON COUNTY COOPERATIVE PRICING SYSTEM #4-BUCCP 2021-2025

AGREEMENT FOR A COOPERATIVE PRICING SYSTEM

This Agreement made and entered into this ____ day of January 2021, by and between the,

COUNTY OF BURLINGTON
(hereafter referred to as the Lead Agency)
and

TOWNSHIP OF CHESTERFIELD,

a contracting unit located in the County of Burlington, State of New Jersey (hereafter referred to as participating contracting unit) to participate in the

COUNTY OF BURLINGTON COOPERATIVE PRICING SYSTEM
#4-BUCCP 2021-2025

W I T N E S S E T H

WHEREAS, *N.J.S.A. 40A:11-11(5)*, specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the COUNTY OF BURLINGTON is conducting a voluntary Cooperative Pricing System with other contracting units; and

WHEREAS, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

WHEREAS, all parties hereto have approved the within Agreement by Resolution in accordance with the aforesaid statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The goods or services to be priced cooperatively may include:

(A) BITUMINOUS CONCRETE AND HOT MIX ASPHALT;

(B) COARSE AGGREGATE SIZE #2 AND SIZE #57, RIPRAP STONE, AND RECLAIMED ASPHALT;

(C) COUNTYWIDE ROADSIDE DEER CARCASS REMOVAL;

(D) DENSE GRADED AGGREGATE;

(E) DIESEL AND KEROSENE;

(F) FUEL OIL #2;

(G) GALVANIZED STEEL BEAM GUIDE RAIL;

(H) GASOLINE;

(I) GLASS BEADS,

(J) THERMOPLASTIC MARKINGS AND PAINT;

(K) HIGH PERFORMANCE COLD PATCH MIX;

(L) LINE STRIPING;

(M) MIXED CONCRETE;

(N) OFFICE SUPPLIES;

(O) PIPES, DUCTILE IRON;

(P) PIPES, POLYMER COATED;

(Q) ROCK SALT – SODIUM CHLORIDE AND CALCIUM CHLORIDE SOLUTION;

(R) THERMOPLASTIC BEADS;

(S) TRAFFIC CONTROL SIGNS, POSTS, AND ACCESSORIES;

and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.

2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The Lead Agency, on behalf of all participating contracting units, shall upon approval of the registration of the System and annually thereafter publish a legal advertisement in such format as required by *N.J.A.C. 5:34-7.9(a)* in its official newspaper normally used for such purposes by it to include such information as:
 - (A) The name of Lead Agency soliciting competitive bids or informal quotations.
 - (B) The address and telephone number of Lead Agency.
 - (C) The names of the participating contracting units.
 - (D) The State Identification Code assigned to the Cooperative Pricing System.
 - (E) The expiration date of the Cooperative Pricing System.
4. Each of the participating contracting units shall designate, in writing, to the Lead Agency, the items to be purchased and indicate therein the approximate quantities desired, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
5. The specifications shall be prepared and approved by the Lead Agency and no changes shall be made thereafter except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
6. A single advertisement for bids or the solicitation of informal quotations for the goods or services to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.
7. The Lead Agency when advertising for bids or soliciting informal quotations shall receive bids or quotations on behalf of all participating contracting units. Following the receipt of bids, the Lead Agency shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This

award shall result in the Lead Agency entering into a Master Contract with the Successful Bidder(s) providing for two categories of purchases:

- (A) The quantities ordered for the Lead Agency's own needs, and
 - (B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's Master Contract.
8. The Lead Agency shall enter into a formal written contract(s) directly with the Successful Bidder(s) only after it has certified the funds available for its own needs.
 9. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the Successful Bidder(s); issue purchase orders in its own name directly to Successful Bidder(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the Successful Bidder(s); make payment directly to the Successful Bidder(s) and be responsible for any tax liability.
 10. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
 11. The provisions of Paragraphs 7, 8, 9, and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
 12. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids or quotations which it has itself received.
 13. The Lead Agency reserves the right to exclude from consideration any good or service if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
 14. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
 15. This Agreement shall become effective on JANUARY 1, 2021 subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for a period not to exceed five (5) years from said date of DECEMBER 31, 2025 unless any party to this Agreement shall give written notice of its intention to terminate its participation.

16. Additional local contracting units may from time to time, execute this Agreement by means of a Rider annexed hereto, which addition shall not invalidate this Agreement with respect to other signatories. The Lead Agency is authorized to execute the Rider on behalf of the members of the System.
17. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the System Identifier assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
18. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

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## **REPORTS & DISCUSSIONS**

### **Boards, Commissions, Committees:**

Mayor Liedtka made a motion seconded by Ms. Koetas-Dale to nominate Glenn McMahon to Class II Planning Board. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes.

Mayor Liedtka made a motion seconded by Ms. Koetas-Dale to nominate Lee Panfili for Class III Planning Board. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes.

HPC Alternate #1 – Mr. Panfili made a motion seconded by Ms. Koetas-Dale to table this until the next meeting so they know what their options are. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes.

### **New Business:**

**Township Committee Liaisons** – Mayor Liedtka made a motion seconded by Mr. Panfili to table this discussion until the next meeting and to add the following: Budget Advisory, Environmental, Personal, Administration, Shade Tree Advisor and Economic Development Committee. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes.

Mr. Sahol asked the Committee to add Resolution #2021-2-25 to the agenda authorizing executive session for matters pertaining to Attorney/Client Privilege. He anticipates formal action will be taken when the committee reconvenes in regular session. The executive session should not last more than 15 minutes. Ms. Koetas-Dale made a motion second by Mr. Dhopte to added Resolution 2021-1-25 to the agenda. Roll Call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes and Mayor Liedtka – yes.

Mr. Panfili made a motion seconded by Mr. Dhopte to open the meeting to public comment. All were in favor. Hearing no public comments, Mr. Dhopte made a motion seconded by Mr. Panfili to close public comments.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to approve Resolution 2021-1-25. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes and Mayor Liedtka – yes. Resolution approved.

**RESOLUTION 2021-1-25**

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

**WHEREAS**, the Township Committee of the Township of Chesterfield is subject to certain requirements of the Open Public Meetings Act, NJSA 10:4-6, et. seq.; and

**WHEREAS**, the Open Public Meetings Act, NJSA 10:4-12 provides that an Executive Session not open to the public may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Committee of the Township of Chesterfield to discuss, in a session not open to the public, certain matters relating to the item or items authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Committee of the Township of Chesterfield to discuss, in a session not open to the public, certain matters relating to the item or items authorized by NJSA 10:4-12b and designated below:

- Matters required by law to be confidential.
- Matters where the release of information would impair the right to receive funds.
- Matters involving individual privacy.
- Matters relating to collective bargaining agreements.
- Matters relating to the purchase, lease, or acquisition of real property or the investment of public funds.
- Matters relating to public safety and property.
- Matters relating to litigation, negotiations and the attorney-client privilege.
- Matters relating to the employment relationship.
- Matters relating to the potential imposition of a penalty.
- Matters relating to deliberations on administrative and/or quasi-judicial matters.
- Matters relating to contact negotiations.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chesterfield, assembled in public session on January 4, 2021 that an Executive Session closed to the public shall be held at 7:29 PM for the discussion of matters relating to the specific items designated above. It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

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The Committee entered executive session at 7:29 PM.
The Committee returned to regular session at 7:39 PM.

Mr. Panfili made a motion seconded by Mr. Dhopte not to object to the 24/6 road closure subject to conditions NJNG has agreed to. Roll call: Mr. Dhopte – yes; Ms. Koetas-Dale – yes; Mr. Panfili – yes; Mr. Russo – yes; Mayor Liedtka – yes.

Mr. Sahol will take care of posting the conditions on Facebook and the Township website as they are the only official sites. In addition, NJNG will be contacting those individuals who will be directly impacted by the 24/6 closures.

Ms. Koetas-Dale made a motion seconded by Mr. Dhopte to open the meeting to the public. All were in favor.

Susan Layton – 90A Bordentown-Chesterfield Road – She asked when and where the road closure will be. Who do we call when there is an issue? It's not fair to call our police when there are issues. Mr. Liedtka stated when they start the HDD they will close the road. This will be safer for all and get them out of here quicker. He stated that our agreement had detours and road closures original. The County did not. Ms. Koetas-Dale stated that part of Hogback Road and all of Fenton Lane will be paved by NJNG. This will be a benefit to us. The nonstop drilling is a safer method as per DEP and best for our residents. It will be a hardship and it was not taken lightly. Mr. Liedtka stated they are supposed to contact residents when it will affect their residence. Mr. Sahol stated they will have all that information for the residents when they knock on their doors. He will also have it posted on our website and Facebook.

Hearing no further comments, Mr. Dhopte made a motion seconded by Ms. Koetas-Dale to close public comment.

A motion to adjourn the meeting was made by Mr. Dhopte and seconded by Mr. Russo. All were in favor. Meeting Adjourned at 7:49 PM.

Respectfully submitted,

Caryn M. Hoyer

Caryn M. Hoyer, RMC
Township Clerk