

Township of Tabernacle

Draft

Town Hall
163 Carranza Road
Tabernacle, NJ 08088



CLOSE-OUT MEETING AGENDA

December 29, 2016

Governing Body

Kimberly A. Brown, Township Committee
Joseph W. Barton, Township Committee
Richard J. Franzen, Township Committee
Joseph Yates, IV, Deputy Mayor
Stephen V. Lee, IV, Mayor

TOWN HALL ADMINISTRATIVE TEAM

Douglas Cramer, CPWM, Administrator	Terry W. Henry, Chief Finance Officer
Dante Guzzi, Township Engineer	Col. William C. Lowe, Emergency Management
Kimberly Smith, Tax Collector	Thomas Boyd, Construction Official
Peter C. Lange, Jr., Esq. Solicitor	La Shawn R. Barber, Municipal Clerk

www.townshipoftabernacle-nj.gov

**TABERNACLE TOWNSHIP COMMITTEE
CLOSE OUT MEETING DECEMBER 29, 2016**

1. **CALL TO ORDER FLAG SALUTE OPEN PUBLIC MEETINGS ACT STATEMENT**
2. **ROLL CALL**

 ___ Ms. Brown, ___ Mr. Franzen, ___ Mr. Lee, ___ Mr. Yates and ___ Mayor Barton
3. **PUBLIC COMMENT ON AGENDA ITEMS ONLY**
4. **APPROVAL OF BILLS**
5. **RESOLUTIONS**
 - a) **Resolution 2016-128: Authorizing the Clerk's office to close out petty cash fund in the amount fifty dollars.**
 - b) **Public Hearing: Notice of Intent to Award Contract. Comments.**
 - c) **Resolution 2016-129: Authorizing award of contract for tractor mower.**
 - d) **Resolution 2016-130: Authorizing release of executive session minutes.**
 - e) **Resolution 2016-131: Authorizing budget transfers.**
 - f) **Resolution 2016-132: Authorizing permanent appointment for Public Works Laborer: T. R. Montgomery.**
6. **2017 RFP PROPOSALS**
7. **COMMITTEE REPORTS**
8. **PUBLIC COMMENT**
9. **ADJOURNMENT**

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

**RESOLUTION 2016-128
AUTHORIZING THE CLERK'S OFFICE
TO CLOSE OUT PETTY CASH FUND IN THE AMOUNT OF FIFTY DOLLARS**

WHEREAS, N.J.S.A. 40A: 5-21 authorizes the establishment of a Petty Cash Fund for the Clerk's Office of the Township of Tabernacle; and

WHEREAS, said Petty Cash Fund received approval from the Director of Local Government Services many years ago to continue under the control of the Township Clerk; and

WHEREAS, it is the desire of the Township Clerk to receive approval for said fund be closed-out at the end of fiscal year 2016; and

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Tabernacle, County of Jersey, State of New Jersey as follows:

1. **La Shawn R. Barber, Municipal Clerk**, be and is hereby appointed custodian of petty cash and is authorized and permitted close out a Petty Cash Fund in the amount \$50.00 pursuant to the provisions of N.J.S.A. 40A: 5-21. Said Petty Cash Fund shall be reopened January 1st – December 31, 2017 and will be used by such office or department to pay claims for small miscellaneous expenses not to exceed \$50.00.
2. **La Shawn R. Barber, Municipal Clerk**, having custody of the Fund is bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.
3. A certified copy of this Resolution shall be sent to the Township Auditor and Chief Finance Officer.

Date: December 29, 2016

Stephen V. Lee, IV, Mayor

**La Shawn R. Barber, RMC
Municipal Clerk**

VOTE ON ADOPTION

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Joseph W. Barton						
Kimberly A. Brown						
Richard J. Franzen						
Stephen V. Lee, IV						
Joseph Yates, IV						

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Tabernacle at a meeting held on the _____ day of December 2016

**LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK**

Draft

COURIER-POST

South Jersey's Newspaper | courierpostonline.com

856-663-6000 • P.O. Box 5300, Cherry Hill, N.J. 08034

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: TABERNACLE TOWNSHIP

Ad No.: 0001799287

Address: 163 CARRANZA RD
TABERNACLE NJ 08088
USA

Pymt Method: Invoice

Net Amt: \$62.40

Run Times: 1

No. of Affidavits: 1

Run Dates: 12/16/16

Text of Ad:

TOWNSHIP OF TABERNACLE

Notice of Intent to Award Contract under a National Cooperative Purchasing Agreement – Township of Tabernacle

The Township of Tabernacle intends to participate in the National Joint Powers Alliance (NJPA) cooperative purchasing program for Acquisition of a 74 HP enclosed cab tractor with side and rear flail mowers and to purchase a Case IH Model 75C enclosed cab tractor with CAP Mowers Model SFM60 and RF88B Manufactured by CASE IH Agricultural and specified equipment manufactured by CAP Mowers.

Information regarding the cooperative purchasing program and contract may be obtained from the Municipal Clerk at the Township of Tabernacle during regular business hours, as well as, on the National Joint Powers Alliance website at: WWW.NJPACOO .ORG

The Township of Tabernacle anticipates conducting a public hearing and passing a resolution authorizing the purchase pursuant to the National Joint Powers Alliance contract on December 29, 2016 at 7:30 pm at the Tabernacle Township Committee meeting located at 163 Carranza Road Tabernacle NJ 08088. Contract term is from August 4, 2016 – August 3, 2017.

It is the intent of the Township of Tabernacle to make a contract award to Farm-Rite, Inc. under the CASE IH Agricultural contract number 021815-CNH pursuant to the proposals submitted in response to the Township of Tabernacle's request for proposal and pursuant to the contract by and between Tabernacle Township and the National Joint Powers Alliance (NJPA).

The Township of Tabernacle is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

La Shawn R. Barber, RMC
Municipal Clerk
(\$32.40)

0001799287-01

State of New Jersey
County of Burlington

} SS.

TABERNACLE TWP
163 CARRANZA RD
VINCENTOWN, NJ 08088

Draft

NOTICE OF INTENT TO AWARD
CONTRACT UNDER A NATIONAL
COOPERATIVE PURCHASING
AGREEMENT

Township of Tabernacle

Township of Tabernacle intends to participate in the National Joint Powers Alliance (NJPA) cooperative purchasing program for acquisition of a 74 HP enclosed cab tractor with side and rear flail mowers and to purchase a Case IH 1818 75C enclosed cab tractor CAP Mowers Model SFM60 RF88B Manufactured by CASE Agricultural and specified equipment manufactured by CAP Mowers.

Information regarding the cooperative purchasing program and contract may be obtained from the Municipal Clerk at the Township of Tabernacle during regular business hours, as well as, on the National Joint Powers Alliance website at: W.NJPACOOOP.ORG

Township of Tabernacle anticipates conducting a public hearing on passing a resolution authorizing purchase pursuant to the National Joint Powers Alliance contract effective December 29, 2016 at 7:30 pm at the Tabernacle Township Committee meeting located at 163 Carranza Road Tabernacle NJ 08088. Contract term is from August 1, 2016 – August 3, 2017.

It is the intent of the Township of Tabernacle to make a contract with Farm-Rite, Inc. under the Case IH Agricultural contract number 021815-CNH pursuant to the proposals submitted in response to the Township of Tabernacle's request for proposal and pursuant to the contract by and between Tabernacle Township and the National Joint Powers Alliance (NJPA).

Township of Tabernacle is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-10(3).

Shawn R. Barber, RMC
Municipal Clerk

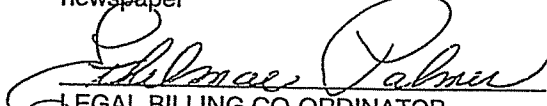
Fee: \$41.40
December 15, 2016
Reg.: \$20.00 7052076

2-096512006
0007052076-01

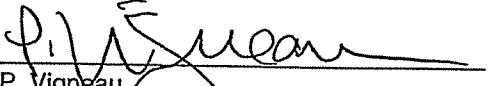
Ethelmae Palmer being duly sworn or affirmed according to law, deposes and says that she is the Legal Billing Coordinator of the BURLINGTON TIMES, INC. Publisher of the "Burlington County Times" and that a copy of a notice published in such paper on

December 15, 2016

appears hereto, exactly as published in said newspaper


LEGAL BILLING CO-ORDINATOR

Sworn and subscribed to before me this 15th day of December 2016 A.D.


P. Vigneau
My Commission expires on
November 17, 2018

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

RESOLUTION 2016-129

**A RESOLUTION AWARDDING CONTRACT TO FARM-RITE, INC THROUGH USE
OF THE NATIONAL JOINT POWERS ALLIANCE (NJPA) COOPERATIVE
PURCHASING AGREEMENT PURSUANT TO N.J.S.A.52:34-6.2 (B)(3)**

WHEREAS, The Tabernacle Township Committee located in the County of Burlington and State of New Jersey, is charged with the responsibility of maintaining roadway safety through an integrated roadside vegetation management program within the Township of Tabernacle; and

WHEREAS, in order to fulfill its mandated responsibility as set forth above, the Committee finds and determines that there is a need to purchase agricultural equipment, a 74 HP enclosed cab tractor with side and rear flail mowers. Specifically, the Committee determines, based on the recommendation of the Township Administrator, that a Case IH Model 75C enclosed cab tractor with CAP Mowers Model SFM60 and RF88B as manufactured by CASE IH Agricultural and specified equipment manufactured by CAP Mower should be purchased; and

WHEREAS, the Committee is authorized to use what is commonly known as an alternative method of procurement (National Cooperative) pursuant to N.J.S.A. 52:34-6.2(B)(3); and

WHEREAS, the Township Administrator requests authorization for the Township to enter into a National Cooperative purchase agreement with the National Joint Powers Alliance (NJPA); and

WHEREAS, the National Joint Powers Alliance (NJPA) is a public agency serving as a municipal contracting agency for government and educational agencies. NJPA serves member agencies under the legislative authority established and granted by Minnesota Statute 123A.21; and

WHEREAS, the Committee published a Notice of Intent to utilize the NJPA procurement process for the purchase of agricultural apparatus on December 15, 2016 and December 16, 2016 and provided a time period for public comment and a scheduled public hearing on same; and

WHEREAS, the Committee has received information and pricing on a 74 HP enclosed cab tractor with side and rear flail mowers and, specifically, for a Case IH Model 75C enclosed cab tractor with CAP Mowers Model SFM60 and RF88B manufactured by CASE IH Agricultural along with specified equipment manufactured by CAP Mower pursuant to the proposals submitted in response to the Township's request for proposal and pursuant to the requirements of the contract with NJPA; and

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

WHEREAS, the Committee conducted a cost analysis and established that entering into an alternate procurement method through NJPA would be the most effective contractual solution for the purchase of the needed apparatus; and

WHEREAS, the Committee received from Farm-Rite, Inc., located at 717 White Horse Pike, Hammonton, NJ 08037, all supplemental documentation which establishes compliance with the laws of the State of New Jersey for entities awarded a contract by a public entity under NJPA CASE IH Agricultural contract number 021815-CNH; and

NOW, THEREFORE, BE IT RESOLVED, by the Tabernacle Township Committee, that the Township be and is hereby authorized to participate in NJPA, a recognized National Cooperative, and shall enter into a contract for the purchase of agricultural equipment; and

BE IT FURTHER RESOLVED, by the Tabernacle Township Committee, that, pursuant to said statute, the Township shall enter into a contract to purchase said equipment for a net sale price of \$37,700.60. The net sale price reflects a total price of \$63,007.60 less a trade in value of \$25,700.00 for the Township owned 2004 John Deere Model 5420 4 WD tractor serial # 443293 with John Deere 541 loader and John Deere MX-7 mower; and

BE IT FURTHER RESOLVED, that the Mayor, subject to a review of said contract by the Township Solicitor, be authorized to enter into a contract on behalf of the Committee and that the Clerk be authorized to attest thereto; and

BE IT FURTHER RESOLVED, that the Township CFO shall certify that sufficient funds are available for said procurement; and

BE IT FURTHER RESOLVED, that the contract entered into be available, upon review and approval of the Township Solicitor, at the Township office during normal business hours; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage.

I certify that the foregoing Resolution was duly adopted at a regular meeting of the Committee of the Township of Tabernacle held on the 29th day of December, 2016.

Dated:

La SHAWN R. BARBER, RMC, CMR
MUNICIPAL CLERK

STEPHEN V. LEE, IV, MAYOR

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

RESOLUTION 2016-130

**A RESOLUTION AUTHORIZING THE RELEASE OF TABERNACLE TOWNSHIP
COMMITTEE EXECUTIVE SESSION MINUTES**

WHEREAS, the Township of Tabernacle has a history of commitment to the public participation in its local government and to the corresponding need for an informed citizenry; and

WHEREAS, the Township Committee finds that it is permissible to release the executive Session Meeting Minutes for the following dates:

- 6/22/2015 – Partial release – Attorney client Privilege
- 2/22/2016 – Partial release – Pending or anticipated litigation and contract negotiation
- 5/23/2016 – Full release
- 6/13/2016 – Partial release – Pending or anticipated litigation
- 7/18/2016 – Partial release – Contract negotiation

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Tabernacle, County of Burlington and State of New Jersey that the Township Clerk is hereby authorized and directed to release the following approved Executive Session Meeting Minutes for the following dates:

- 6/22/2015 – Partial release – Attorney client Privilege
- 2/22/2016 – Partial release – Pending or anticipated litigation and contract negotiation
- 5/23/2016 – Full release
- 6/13/2016 – Partial release – Pending or anticipated litigation
- 7/18/2016 – Partial release – Contract negotiation
-

I hereby certify the foregoing to be a true copy of a resolution adopted by the Tabernacle Township Committee at a meeting held on December 29, 2016.

Township of Tabernacle

La Shawn R. Barber, RMC/CMR
Municipal Clerk

Stephen V. Lee, IV, Mayor

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

**RESOLUTION 2016-131
RE: BUDGET TRANSFERS**

WHEREAS, N.J.S.A. 40A:4-58 provides for appropriation transfers during the last 2 months of the fiscal year, to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated therefore and there shall be an excess in any appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriation; and

WHEREAS, the approval of this resolution to be adopted by not less than 2/3 vote of the full membership thereof, transfer the amount of such excess to the appropriations deemed to be insufficient.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Tabernacle that the following transfers be made:

FROM (inside cap)

6-01-23-215-000	Workers Compensation O.E.	27,596.00
Total		\$27,596.00

TO (inside cap)

6-01-20-100-200	Administration O.E.	100.00
6-01-20-110-100	Mayor & Committee S&W	1,731.00
6-01-20-145-100	Tax Collection S&W	4,040.00
6-01-20-147-100	Tax Search Officer S&W	120.00
6-01-23-220-200	Group Insurance O.E.	20,200.00
6-01-43-490-204	Municipal Court O.E.	1,405.00
Total		\$27,596.00

BE IT FURTHER RESOLVED that a certified copy of this resolution is forwarded to the Chief Financial Officer.

Date: December 29, 2016

La Shawn R. Barber, RMC/CMR
Municipal Clerk

Stephen V. Lee, IV, Mayor

**TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY**

Draft

**RESOLUTION 2016-132
AUTHORIZING PERMANENT APPOINTMENT FOR PUBLIC WORKS LABORER
(THOMAS R. MONTGOMERY)**

WHEREAS, the Director of Public Works recognizes the need to fill a full time Public Works Laborer position with a responsible applicant for the Department of Public Works; and

WHEREAS, **Thomas R. Montgomery** has worked part-time with Tabernacle Public Works since February 8, 2012 and the Township Administrator recommends that he is the best candidate to fill this position on the basis of his qualifications and experience; and

WHEREAS, funds are available for payment of salaries in the 2017 Tabernacle Township budget, rate of \$21.12.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby authorizes permanent appointment to Thomas R. Montgomery as Public Works Laborer, **effective January 1, 2017.**

Date: *December 29, 2016*

Stephen V. Lee, IV, Mayor

La Shawn R. Barber, RMC
Municipal Clerk

VOTE ON ADOPTION

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Joseph W. Barton						
Kimberly A. Brown						
Richard J. Franzen						
Stephen V. Lee, IV						
Joseph Yates, IV						

I hereby certify that the foregoing is a true copy of a Resolution adopted by the Township Committee of the Township of Tabernacle at a meeting held on the ____ day of _____ 2016

La Shawn R. Barber, RMC
Municipal Clerk