DRAFT AGENDA – SUBJECT TO CHANGE

Tabernacle Town Hall Building
163 Carranza Road
Tabernacle, NJ 08088

TOWNSHIP COMMITTEE MEETING AGENDA

NOVEMBER 8, 2021 - 7:00 PM

Governing Body
Joseph W. Barton, Township Committee
Nancy K. McGinnis, Township Committee
Samuel R. Moore, III, Deputy Mayor
Robert C. Sunbury, Township Committee
Kimberly A. Brown, Mayor

TOWN HALL ADMINISTRATIVE TEAM

| Dante Guzzi Township Engineer | Thomas Boyd Construction Official | Robert Sunbury Emergency Management Coordinator |
| William Burns Township Solicitor | Douglas Stuart Environmental Consultant | Elaine B. Kennedy, RMC/CMC/CMR Municipal Clerk |

www.townshipoftabernacle-nj.gov
You are invited to a Zoom webinar.

When: Nov 8, 2021 07:00 PM Eastern Time

Topic: SPECIAL MEETING - TOWNSHIP COMMITTEE

Please click the link below to join the webinar:

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Webinar ID: 994 1853 5771
TABERNACLE TOWNSHIP COMMITTEE

SPECIAL MEETING AGENDA - NOVEMBER 8, 2021

I. CALL TO ORDER

II. FLAG SALUTE

III. OPEN PUBLIC MEETINGS ACT STATEMENT

“The Provisions of the Open Public Meetings Act have been met. Notice of this meeting has been transmitted to the Burlington County Times, Central Record, Courier Post, posted on the Bulletin Board of the Municipal Building, posted on the Tabernacle website, given to the Municipal Clerk on November 1, 2021, and given to those having requested and paying for the same.”

IV. ROLL CALL: Mr. Barton, Ms. McGinnis, Mr. Moore, Mr. Sunbury and Mayor Brown

V. PUBLIC COMMENT

VI. MAYOR’S CONSENT AGENDA ANNOUNCEMENT: These items listed below are considered routine by the Township of Tabernacle and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

RESOLUTIONS 2021-111 through 2021-128

RESOLUTION 2021-111 - Appointment - Township Administrator

RESOLUTION 2021-112 - Appointment - Registered Municipal Clerk/Registrar of Vital Statistics/ Municipal Improvement Search Officer

RESOLUTION 2021-113 - Appointment - Deputy Clerk

RESOLUTION 2021-114 - Appointment - VFRR Program Administrator (Safer Grant)

RESOLUTION 2021-115 - Appointment - Secretary to Public Works, Fire Marshal and Fire Department

RESOLUTION 2021-116 - Appointment - Claims Coordinator

RESOLUTION 2021-117 - Appointment - Clean Communities Coordinator

RESOLUTION 2021-118 - Appointment - Recycling Coordinator
RESOLUTION 2021-119 - Appointment - Stormwater Coordinator to Township Engineer

RESOLUTION 2021 – 120 - Appointment - Director of Public Works

RESOLUTION 2021 – 121 - Appointment - Supervisor of Public Works

RESOLUTION 2021 – 122 - Appointment - Parks & Recreation Foreman

RESOLUTION 2021 – 123 - Appointment - Public Works Utility I

RESOLUTION 2021 – 124 - Appointment - Public Works Utility II

RESOLUTION 2021 – 125 - Appointment - Public Works Laborer

RESOLUTION 2021 – 126 - Authorize acceptance of Retirement of Township Administrator / Director of Public Works and authorize the payment of unexpended vacation time in accordance with Tabernacle Township’s personnel manual

RESOLUTION 2021 – 127 - Acceptance of Resignation of Deputy Clerk/Office Clerk


VII. ADJOURNMENT
RESOLUTION 2021-111

APPOINTMENT FOR TOWNSHIP ADMINISTRATOR

CASEY ENGLISH

WHEREAS, the Township Employee Search Sub-Committee recognizes with the retirement of the present Township Administrator the need to fill the position of Township Administrator with a responsible applicant to handle the task for Department of Administration; and

WHEREAS, it is the recommendation of the Township Employee Search Sub-Committee that Casey English be appointed to the position of Township Administrator within the Department of Administration; and

WHEREAS, funds are available for the payment of her salary in in the 2021 municipal budget for the rate of $2884.65 bi-weekly salary, with one week’s vacation in 2021 and with two weeks’ vacation in 2022; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Casey English for the position of Township Administrator in the Department of Administration, effective December 1, 2021. The Township Committee authorizes the appointment of Casey English as Assistant Administrator for the period from November 22, 2021 to November 30, 2021 for the same salary.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-112
APPOINTMENT OF MUNICIPAL CLERK /
REGISTRAR/IMPROVEMENT SEARCH OFFICER
TABERNACLE TOWNSHIP

WHEREAS, the current Registered Municipal Clerk has been fulfilling the vacancy of Municipal Clerk, Improvement Search and Registrar of Vital Statistics since the retirement of La Shawn R. Barber; and

WHEREAS, 40A:9-133 requires every municipality to appoint a Municipal Clerk and the New Jersey Code 26:8 requires the appointment of a Registrar of Vital Statistics; and

WHEREAS, the current Registered Municipal Clerk will be resigning as Municipal Clerk, Improvement Search Officer, and Municipal Registrar; and

WHEREAS, it is the desire of the Tabernacle Township Committee to appoint Everett Falt as Municipal Clerk, Improvement Search Officer, and Registrar of Vital Statistics, and;

WHEREAS, funds are available for payment of his salary in the 2021 Tabernacle Township Budget in the amounts of $3653.85 bi-weekly as Municipal Clerk/Improvement Search Officer and Certified Municipal Registrar, effective November 22, 2021 with one week’s vacation in 2022 and two weeks’ vacation in 2023; and

NOW THEREFORE BE IT RESOLVED that Everett Falt is hereby appointed Registered Municipal Clerk, Improvement Search Officer, and Registrar of Vital Statistics effective November 23, 2021; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Department of Community Affairs, Department of Vital Statistics and Chief Finance Officer.

DATE: November 8, 2021
RESOLUTION 2021-113

APPOINTMENT OF DEPUTY MUNICIPAL CLERK

SHANA GOSIK

WHEREAS, the Township Employee Search Sub-Committee recognizes with the position change of the present Deputy Clerk, the need exists to fill the position of Deputy Municipal Clerk with a responsible applicant to handle the task of the position for the Department of Municipal Clerk and Administration; and

WHEREAS, it is the recommendation of the Township Employee Search Sub-Committee that Shana Gosik be appointed to the position of Deputy Municipal Clerk within the Department of Municipal Clerk and Administration; and

WHEREAS, funds are available for payment of her salary in the 2021 municipal budget for the rate of $1730.80 bi-weekly salary; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Shana Gosik for the position of Deputy Municipal Clerk in the Department of Municipal Clerk and Administration, effective November 22, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-114

APPOINTMENT OF VFRR PROGRAM ADMINISTRATOR FEMA SAFER GRANT- TABERNACLE FIRE DEPARTMENT

JASON CARTY

WHEREAS, Township Employee Search Sub-Committee recognizes the need to fill the position of VFRR Program Administrator for the FEMA Safer Grant with a responsible applicant for the Fire Department and Department of Administration and Finance; and

WHEREAS, it is the recommendation of the Township Employee Search Sub-Committee that Jason Carty be appointed to the position of VFRR Program Administrator for the duration of the FEMA SAFER Grant (December 1, 2021 to November 30, 2023) and in accordance with the program regulations as part of Tabernacle Township Fire Department FEMA SAFER Grant; and

WHEREAS, funds are available for payment in the 2021 municipal budget for rate of $26,400.00 for the entire FEMA SAFER Grant period (December 1, 2021 to November 30, 2023) divided equally over the time period and paid monthly during the second pay period of the following month of service. These funds will be reimbursement in accordance with the FEMA SAFER Grant; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Jason Carty, for the position for VFRR Program Administrator in the Tabernacle Fire Department., effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-115

APPOINTMENT FOR SECRETARY TO PUBLIC WORKS, FIRE MARSHAL AND FIRE DEPARTMENT

NATALIE LEWIS

WHEREAS, the Administrator recognizes the need to fill the position of Secretary to Public Works, Fire Marshal, and Fire Department with a responsible applicant to handle the tasks for the three Departments; and

WHEREAS, it is the recommendation of the Administrator that Natalie Lewis be appointed to the position of Secretary to Public Works, Fire Marshal, and Fire Department within the Department of Administration; and

WHEREAS, funds are available for payment of her salary in the 2021 municipal budget for the rate of $1740.00 bi-weekly salary.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Natalie Lewis for the position of Secretary to Public Works, Fire Marshal, Fire Department in the Department of Administration, effective November 22, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-116

APPOINTMENT OF CLAIMS COORDINATOR

LISA CUMMINS

WHEREAS, the Administrator recognizes with the retirement of the Assistant to the Claims Coordinator and the addition of the on-call responsibility of the position that there is a need for a responsible applicant to handle the increase task for Tabernacle Township; and

WHEREAS, it is the recommendation of the present Administrator that Lisa Cummins be appointed to the position of Claims Coordinator within the Department of Administration; and

WHEREAS, funds are available for the payment of her salary in the 2021 municipal budget for the rate of $150.00 bi-weekly salary; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, authorize the appointment of Lisa Cummins, for the position of Claims Coordinator in the Department of Administration, effective December 1, 2021.

DATE: November 8, 2021
RESOLUTION 2021-117

APPOINTMENT OF CLEAN COMMUNITIES COORDINATOR
KEVIN WORRELL

WHEREAS, the Administrator recognizes with the retirement of the present Clean Communities Coordinator, there exists the need to fill the position with a responsible applicant to handle the tasks of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director of Public Works that Kevin Worrell be appointed to the position of Clean Communities Coordinator within the Department of Public Works; and

WHEREAS, funds are available for the payment of his salary in the 2021 municipal budget for the rate of $150.00 bi-weekly salary; and

NOW, THEREFORE, BE IT RESOLVED, that the Township of Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Kevin Worrell for the position of Clean Communities Coordinator, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-118

APPOINTMENT OF RECYCLING COORDINATOR

BARCLAY PHILLIPS III

WHEREAS, the Administrator recognizes, with the retirement of the present Recycling Coordinator, there exists the need to fill the position with a responsible applicant to handle the task of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director of Public Works that Barclay Phillips III be appointed to the position of Recycling Coordinator within the Department of Public Works; and

WHEREAS, funds are available for payment of his salary in the 2021 municipal budget for the rate of $150.00 bi-weekly salary; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints of Barclay Phillips III for the position of Recycling Coordinator in the Department of Public Works, effective December 1, 2021.

DATE: November 8, 2021
RESOLUTION 2121-119

APPOINTMENT
OF STORMWATER COORDINATOR
BARCLAY PHILLIPS III

WHEREAS, the Administrator recognizes with the retirement of Stormwater Coordinator, the need exists to fill the position with a responsible applicant to handle the task of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director of Public Works that Barclay Phillips III be appointed to the position of Stormwater Coordinator to Township Engineer within the Department of Public Works; and

WHEREAS, funds are available for payment of his salary in the 2021 municipal budget for the rate of $150.00 bi-weekly salary; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Barclay Phillips III for the position of Stormwater Coordinator to Township Engineer in the Public Works Department, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-120

APPOINTMENT OF DIRECTOR OF PUBLIC WORKS

KEVIN WORRELL

WHEREAS, the Administrator recognizes with the retirement of the present Director of Public Works, there is the need to fill the position of Director with a responsible applicant to handle the task of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director of Public Works that Kevin Worrell be appointed to the Director of Public Works within the Department of Public Works; and

WHEREAS, funds are available for payment of his salary in the 2021 municipal budget for a rate of $34.50 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints of Kevin Worrell for the position of Director of Public Works in the Department of Public Works, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-121

AUTHORIZING THE APPOINTMENT FOR PUBLIC WORKS SUPERVISOR

BARCLAY PHILLIPS III

WHEREAS, the Administrator recognizes with the advancement of the present Supervisor to Director, there is a need to fill the position of Supervisor with a responsible applicant to perform the tasks of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director and Supervisor of Public Works that Barclay Phillips III be appointed to the position of Public Works Supervisor within the Department of Public Works; and

WHEREAS, funds are available for the payment of his salary in the 2021 municipal for the rate of $30.50 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Barclay Phillips III for the position of Public Works Supervisor in Department of Public Works, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-122
APPOINTMENT OF PARKS AND RECREATION FOREMAN
ROBERT PALFY III

WHEREAS, the Administrator recognizes with the advancement of the present Foreman to Supervisor, that is a need to fill the position of Parks and Recreation Foreman with a responsible applicant to handle the tasks of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director and Supervisor of Public Works that Robert Palfy, III be appointed to the position of Parks and Recreation within the Department of Public Works; and

WHEREAS, funds are available for the payment of his salary in the 2021 municipal budget for the rate of $28.50 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey hereby appointments Robert Palfy III, for the position for Parks and Recreation Foreman in the Department of Public Works, effective December 1, 2021.

DATE: November 8, 2021
RESOLUTION 2021 – 123

APPOINTMENT OF PUBLIC WORKS UTILITY I

THOMAS RODGER MONTGOMERY

WHEREAS, the Administrator recognizes with the advancement of the present Utility I to Foreman, there a need to fill the position with a responsible applicant to handle the task of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director and Supervisor of Public Works that Thomas Rodger Montgomery be appointed to the position of Utility I with the Department of Public Works; and

WHEREAS, funds are available for payment of his salary in the 2021 municipal budget for the rate of $27.50 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Thomas Rodger Montgomery for the position of Utility I in the Department of Public Works, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021 – 124

AUTHORIZING THE APPOINTMENT FOR PUBLIC WORKS UTILIY II

DAVID NEWMAN

WHEREAS, the Administrator recognizes with the advancement of the present Utility II to Utility I the need to fill the position with a responsible applicant to handle the tasks of the position of Utility II for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director and Supervisor of Public Works that David Newman be appointed to position of Utility II within the Department of Public Works; and

WHEREAS, funds are available for the payment of his salary in the 2021 municipal budget for the rate of $22.75 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints David Newman, for the position of Utility II in the Department of Public Works, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-125

APPOINTMENT OF PUBLIC WORKS LABORER

ROBERT E. CARR III

WHEREAS, the Administrator recognizes with the advancement of the present Laborer to Utility II, the need to fill the position with a responsible applicant to handle the task of the position for the Department of Public Works; and

WHEREAS, it is the recommendation of the present Director and Supervisor of Public Works that Robert E. Carr, III be appointed to the full time position of Laborer within the Department of Public Works; and

WHEREAS, funds are available for the payment of his salary in the 2021 municipal budget for the rate of $22.75 per hour; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby appoints Robert E. Carr, III, for the position of full time Laborer in the Public Works Department, effective December 1, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-126

ACCEPTANCE OF RETIREMENT OF THE POSITION TOWNSHIP ADMINISTRATOR/ DIRECTOR OF PUBLIC WORKS

DOUGLAS CRAMER

WHEREAS, Douglas Cramer has been serving Tabernacle Township since 1987; and

WHEREAS, Douglas Cramer has submitted his retirement effective December 1, 2021; and

WHEREAS, the Township Committee of the Township of Tabernacle does hereby accept the retirement of Douglas Cramer as Township Administrator/ Director of Public Works, Recycling Coordinator, Clean Communities Coordinator, and Stormwater Coordinator; and

WHEREAS, the Township Committee of the Township of Tabernacle does authorize the payment of unexpended vacation time in accordance with the Tabernacle Township’s personnel manual to Douglas Cramer; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, reluctantly accepts of retirement of Douglas Cramer from Tabernacle Township effective December 1, 2021.

DATE: November 8, 2021
RESOLUTION 2021-127

ACCEPTANCE OF THE RESIGNATION OF THE
DEPUTY MUNICIPAL CLERK/OFFICE CLERK
NATALIE LEWIS

WHEREAS, the Township Committee has authorized the creation of the position of Secretary to Public Works, Fire Marshal, and Fire Department; and

WHEREAS, the Administrator has recommended Natalie Lewis for the position; and

WHEREAS, NJSA 40A:9-135 limits the number of Deputy Clerks to one based on the population of Tabernacle Township; and

WHEREAS, the Township Committee has authorized the replacement for the position of Deputy Clerk; and

WHEREAS, Natalie Lewis has submitted her resignation from the positions of Deputy Municipal Clerk/Office Clerk in order to accept the position of Secretary to Public Works Fire Marshal, and Fire Department.

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of Tabernacle Township does hereby accept the resignation of Natalie Lewis from the positions of Deputy Municipal Clerk/Office Clerk effective November 22, 2021.

DATE: NOVEMBER 8, 2021
RESOLUTION 2021-128

RESIGNATION OF MUNICIPAL CLERK / REGISTRAR/IMPROVEMENT SEARCH OFFICER

WHEREAS, LaShawn R. Barber retired as of February 1, 2021; and

WHEREAS, Elaine B. Kennedy, a licensed Register Municipal Clerk and a licensed Certified Municipal Registrar offered to fulfill these positions until a suitable replace could be found; and

WHEREAS, the Tabernacle Township Committee appointed Elaine B. Kennedy as Municipal Clerk, Improvement Search Officer, and Registrar of Vital Statistics effective February 1, 2021; and

WHEREAS, Elaine B. Kennedy has fulfilled all the duties and responsibilities as Municipal Clerk, Improvement Search Officer, and Registrar; according to State Statutes; and

WHEREAS, applicants have been interviewed and one candidate has been chosen for these positions.

NOW THEREFORE BE IT RESOLVED that Elaine B. Kennedy hereby resigns as Municipal Clerk, Improvement Search Officer, and Registrar of Vital Statistics effective November 22, 2021; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Department of Community Affairs, Department of Vital Statistics and Chief Finance Officer.

DATE: November 8, 2021