CALL TO ORDER

Mayor Brown called the meeting to order at 7:30 p.m. Mayor Brown led in the Silent Flag Salute.

OPEN PUBLIC MEETINGS ACT

“The Provisions of the Open Public Meetings Act have been met. Notice of this meeting, Resolution 2020-24, has been forwarded to the Central Record, Burlington County Times and Courier Post, posted on the bulletin board in Town Hall and has remained continuously posted as the required notices under the statute. This meeting of December 14, 2020, is being held electronically, due to Executive Order #103. It has been transmitted to the Burlington County Times, Courier Post, Central Record, Tabernacle Municipal Clerk, transmitted to those having requested and paying for same, and posted on the Bulletin Board and the Tabernacle Township website. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk. Read by Municipal Clerk Barber.

ROLL CALL

Those members in attendance upon Roll Call were: Ms. McGinnis, Mr. Moore, Mr. Sunbury, and Mayor Brown. Absent - Mr. Barton. Also, in attendance were: Mr. Cramer, Mr. Lange, Esq., Mr. Guzzi, P.E., Mr. Haines, CMFO, and La Shawn Barber, RMC.

PUBLIC COMMENT (Agenda Items Only)

Mayor Brown offered public comment to attendees on agenda item and announced that she unmuted the microphones just in case no hands were raised on the webinar. After a long delay to allow people to speak, there were no comments.

Mayor Brown closed public comment on the Agenda Items.

PUBLIC HEARING: NOTICE OF INTENT TO AWARD CONTRACT UNDER A COOPERATIVE PURCHASING AGREEMENT FOR A TELESCOPIC AERIAL PLATFORM LIFT (VERSALIFT SOURCEWELL)

Mayor Brown opened the meeting for public hearing on the Intent to award a contract for a telescopic aerial platform lift. After several moments with no one making any public comments, Mayor Brown closed the public hearing.

RESOLUTION 2020-107: AUTHORIZING THE AWARD OF CONTRACT TO VERSALIFT SOURCEWELL UNDER A NATIONAL COOPERATIVE PURCHASING AGREEMENT

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, Township landscaping and removal of debris from within the Township of Tabernacle; and

WHEREAS, in order to fulfill its mandated responsibility as set forth above, the Township Administrator finds and determines the need to purchase an insulated 40ft. articulating, telescopic aerial platform lift, 45 ft. working height Versalift as specified under the Sourcewell quote number N-22011 from VERSALIFT East, 2706 Brodhead Road, Bethlehem, PA 18020; and
WHEREAS, the Township 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, Sourcewell, formerly National Joint Powers Alliance (NJPA), is a public corporation or agency serving as a municipal contracting agency for government and education agencies, serving member agencies under the legislative authority established and granted by Minnesota Statute 123A.21; and

WHEREAS, the Township Committee, by Resolution 2020-105 dated November 23, 2020 authorized participation in a National Cooperative Purchasing Agreement, and entered into a contract to effectuate same; and

WHEREAS, the Notice of Intent was published to utilize the Sourcewell process and provided a time period for public comment and a public hearing on same; and

WHEREAS, the Township Committee has received information and pricing on a VERSALFT SST-40-EIH; and

WHEREAS, the Township Administrator conducted a cost analysis and established that entering into an alternate procurement method through Sourcewell would be the most effective contractual solution for the purchase of the needed an insulated 40ft. articulating, telescopic aerial platform lift, 45 ft. working height Versalift; and

WHEREAS, the Township Administrator received from VERSALIFT EAST, 2706 Brodhead Road, Bethlehem, PA 18020 all supplemental documentation which establishes compliance with the laws of the State of New Jersey for entities to award a contract by a public entity under the quote sheet #Q-7727A from VERSALIFT.

NOW, THEREFORE, BE IT RESOLVED, by the Tabernacle Township Committee, that, pursuant to said statute, the Township enter into Contract #012418-TIM to purchase said equipment for: $69,633.00; and

BE IT FURTHER RESOLVED, that the Mayor be authorized to enter into a contract on behalf of the Township Committee and the Municipal 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.  
MOTION – Mr. Sunbury made a motion to adopt Resolution 2020-107, seconded by Mr. Moore.  Ayes –McGinnis, Moore, Sunbury, Brown.  Nays – None.  Absent – Barton.  Motion carried.

RESOLUTION 2020-108: AUTHORIZING 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)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-01-20-130</td>
<td>Finance Other Expenses</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>0-01-31-460</td>
<td>Gasoline/Diesel</td>
<td>$4,000.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,000.00</strong></td>
</tr>
</tbody>
</table>

TO (inside cap)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>0-01-20-146</td>
<td>Bond Registrar</td>
<td>$1,000.00</td>
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<tr>
<td>0-01-31-440</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,000.00</strong></td>
</tr>
</tbody>
</table>

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

MOTION – Mr. Moore made a motion to adopt Resolution 2020-108, seconded by Ms. McGinnis. Mr. Sunbury asked what transfers were being taken from and where the funds were going. Mr. Haines explained. Ayes –McGinnis, Moore, Sunbury, Brown. Nays – None. Absent – Barton. Motion carried.

RESOLUTION 2020-109: AUTHORIZE MUNICIPAL CLERK 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 Municipal Clerk; and

WHEREAS, it is the desire of the Municipal Clerk to receive approval for said fund be closed–out at the end of fiscal year 2020; 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, 2021 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.
MOTION – Mr. Sunbury made a motion to adopt Resolution 2020-109, seconded by Mr. Moore. Ayes –McGinnis, Moore, Sunbury, Brown. Nays – None. Absent – Barton. Motion carried.

*Ms. McGinnis interrupted the meeting to advise that the Brooks cannot stay on. They keep getting cut off the meeting. They wanted to discuss the Versalift purchase.

RESOLUTION 2020-110: AUTHORIZE CANCELLATION OF CERTAIN PROPERTY TAXES PURSUANT TO A ONE HUNDRED PERCENT TOTALLY DISABLED VETERAN EXEMPTION

WHEREAS, Daniel R. Swain, owner and resident of 14 Moore Road West (Block 307, Lot 12) has applied for exemption from property taxes as a 100% Totally Disabled Veteran pursuant to NJSA 54:4-3.30; and

WHEREAS, said application has been received by the Township Assessor; and

WHEREAS, the Assessor has reviewed the application and requisite proofs, and finding them to be in order, recommends approval of the exemption; and

WHEREAS, the exemption commenced October 28, 2020 in accord with certification of 100% disability granted by the Department of Veterans Affairs; and

NOW THEREFORE BE IT RESOLVED by Tabernacle Township Committee that the Tax Collector is hereby authorized to cancel 2020 Final/2021 Preliminary Property Taxes and refund $1,089.14, the amount of overpayment of the prorated 2020 taxes, pursuant to Totally Disabled Veteran status, to CoreLogic Centralized Refunds, PO Box 9202, Coppell, TX 75019-9760, mortgage servicer, on behalf of Daniel R. Swain, owner and resident of 14 Moore Road West, Tabernacle, NJ 08088.

BE IT FURTHER RESOLVED, A certified copy of this resolution shall be forwarded to the Tax Collector and Assessor.


Ms. McGinnis thanked Daniel Swain publicly for his service. Mayor Brown stated that the entire committee felt the same way.

RESOLUTION 2020-111: AUTHORIZE ENGINEER TO PREPARE PLANS AND SPECIFICATION TO SOLICIT BIDS FOR OAKSHADE ROAD REPAVING (PHASE 2)

WHEREAS, it is the desire of Tabernacle Township to receive sealed proposals for Oakshade Road Repaving (Phase 2) project.

WHEREAS, plans and specifications will be prepared by the Township Engineer and sealed proposals will be received by the Municipal Clerk’s Office at 163 Carranza Road, Tabernacle, NJ 08088.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Tabernacle Township, in the County of Burlington, State of New Jersey, hereby authorizes the Township Engineer to prepare plans and specifications to solicit bids for Oakshade Road Repaving (Phase 2) project in Tabernacle Township.

BE IT FURTHER RESOLVED upon advertised notice that sealed proposals are to be delivered or mailed to the Municipal Clerk in Tabernacle Township, where sealed bids will be opened publicly.

RESOLUTION 2020-112: AUTHORIZE ENGINEER TO PREPARE PLANS AND SPECIFICATION TO SOLICIT BIDS FOR CARRANZA ROAD (PHASE 2)

WHEREAS, it is the desire of Tabernacle Township to receive sealed proposals for Carranza Road (Phase 2) project.

WHEREAS, plans and specifications will be prepared by the Township Engineer and sealed proposals will be received by the Municipal Clerk’s Office at 163 Carranza Road, Tabernacle, NJ 08088.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Tabernacle Township, in the County of Burlington, State of New Jersey, hereby authorizes the Township Engineer to prepare plans and specifications to solicit bids for Carranza Road (Phase 2) project in Tabernacle Township.

BE IT FURTHER RESOLVED upon advertised notice that sealed proposals are to be delivered or mailed to the Municipal Clerk in Tabernacle Township, where sealed bids will be opened publicly.

MOTION – Mr. Sunbury made a motion to adopt Resolution 2020-112, seconded by Mr. Moore. Ms. McGinnis asked if it would go to the dirt road to which Mr. Guzzi explained that it was going to Moores Meadow Road. Ayes – Moore, Sunbury, Brown. Nays – McGinnis. Absent – Barton. Motion carried.


Mr. Sunbury thanked Ms. Barber for the 26 years she gave to this municipality. She is the one who “greased the wheel” to keep things going. Mr. Moore also expressed his appreciation for her many years of dedication to the township. He advised her to enjoy her retirement. Nancy McGinnis said Ms. Barber did a great job and could not thank her enough and wished her good luck and God Bless. Mayor Brown said she was sad to see Mrs. Barber leave, but happy to have her start a new chapter in her life.
RESOLUTION 2020-114: AUTHORIZE THE ADMINISTRATOR TO ADVERTISE FOR THE STATUTORY POSITION OF MUNICIPAL CLERK AND REGISTRAR OF VITAL STATISTICS

WHEREAS, La Shawn Ruffin Barber has advised the Township Committee of her retirement as the Registered Municipal Clerk, Improvement Search Officer, and Registrar of Vital Statistics beginning February 1, 2021; and

WHEREAS, there is a need to fulfill these positions with a Registered Municipal Clerk.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Tabernacle, County of Burlington, does hereby authorize the Township Administrator to advertise for these positions as soon as possible.

MOTION – Mr. Moore made a motion to adopt Resolution 2020-114, seconded by Mr. Sunbury. Ayes – McGinnis, Moore, Sunbury, Brown. Nays – None. Absent – Barton. Motion carried.

APPROVAL OF BILLS

MOTION – Ms. McGinnis made a motion to approve the bills as presented, including the add-on bills, seconded by Mr. Moore. Ayes – Moore, Sunbury, Brown. Nays – McGinnis. Absent – Barton. Motion carried.

APPROVAL OF MINUTES

➢ October 26, 2020 (Regular Meeting)
➢ November 23, 2020 (Regular Meeting)

MOTION – Ms. McGinnis made a motion to approve the minutes as presented, seconded by Mr. Moore. Ayes – McGinnis, Moore, Sunbury, Brown. Absent – Barton. Nays – None. Motion carried.

PUBLIC COMMENT

Mayor Brown opened the meeting to Public Comment.

Fran Brooks, Moores Meadow Road, asked Ms. McGinnis what was her rationale for voting against the Carranza Road project (paving). It is all State money. Ms. Brooks asked about the $200 spent for a webinar for the Township’s part time CMFO, when his full-time job in Little Egg pays for his expenses.

Stuart Brooks, Moores Meadow Road, asked for clarification on a safety issue, i.e. if fire company gets to the scene before EMS, can they provide rescue. Mr. Brooks wanted to know why Nancy McGinnis voted against the Carranza Road project as this is the second grant received. Mr. Brooks did appreciate Ms. McGinnis speaking on their behalf when they were unable to enter the Close Out meeting. They are forever having communication problems with the system the Township is using.

Mayor Brown closed Public Comment.

REPORTS

ENGINEER – Mr. Guzzi reported that Oak Shade Road overlay has been completed with punch list items being taken care of next week, weather permitting. The truck limit, weight limit discussed at a previous meeting would have to be a joint effort between Shamong and Tabernacle. The Committee can schedule this discussion for a workshop if they choose.
CHIEF MUNICIPAL FINANCE OFFICER
Mr. Haines had nothing to report at this time.

ADMINISTRATOR
Mr. Cramer reported Woodland Township is interested in a shared service agreement for Construction office; however, they want to keep their records in their office as they wish to keep technical assistant. He will have a report on the numbers at the January workshop.

SOLICITOR
Mr. Lange reminded Mr. Cramer that the Land Development Board needs to discuss the proposed changes to the mobile home park age restriction. Mr. Lange expressed his sincere gratitude for the many years of having the pleasure of serving with LaShawn who I find to be the most gracious, polite, professional Municipal Clerk public servant. I have always found LaShawn’s pleasant attitude and demeanor, no matter what is going on. LaShawn is a consummate professional to be an RMC and I am excited for her and wish her well as it is deserved.

Mr. Cramer responded to Mr. Lange regarding the age restriction. Mr. Barton brought it back to the Land Development Board and they are standing by their original recommendations.

SUB-COMMITTEE
Mr. Sunbury read his notes regarding subcommittee’s findings and recommendations.

The public safety subcommittee was tasked with the search of a fire chief for Tabernacle Fire Department. The job description requirement was posted and a total of six candidates submitted resumes. Two candidates were removed from consideration, due to the fact that they did not live in a reasonable response distance for incidence within the Township. Following the recommended model for fire chief interviews; and in an effort to have an unbiased professional review of our candidates, a panel of fire professionals were formed to conduct the interviews. Committeeman Moore and Committeeman Sunbury would like to express our sincerest appreciation to those fire professionals who took time out of their busy schedules to assist Tabernacle Township. They were Robert Carr, Jr., Burlington County Fire Marshal; Anthony Barnet, Willingboro Fire Chief; Fire Chief of Berlin, Joseph Jackson and Steve Woods of Burlington County Emergency Management, Deputy Chief Fire Marshal. After four hours of interviews, the panelist reviewed the results of the interview process and narrowed the field down to two highly qualified candidates. Committeeman Moore and Committeeman Sunbury, then conducted further interviews with the two candidates during which time, one asked to be removed from consideration. While we were discussing the job requirements with the professionals, they did ask us if the Township considered a stipend for the chief’s position. They felt, with the responsibilities of the new fire chief that it would be important to offer some compensation for the amount of work required. This is the recommendation the Subcommittee will have the board to consider.

‘State for the record, the requirement for the position were considered to be challenging to meet and were designed to aid us in finding the best possible chief for Tabernacle Township’s residents. Certifications, training, and experience are an important prerequisite for our fire chief; but we wanted more than that for a fire chief. We are looking for integrity, strength of character, a level head and someone with a reputation of being fair, unbiased, professional and have risen above the fray of the old conflicts which have plagued emergency services in Tabernacle Township. Someone to lead our fire company forward into the future and help heal the wounds of the past. Our candidate is a gentleman who has held many different leaderships, positions in both fire and ems, as well as being an avid volunteer for various organizations in Tabernacle, including his church and scouting. Committeeman Moore and Committeeman Sunbury are proud and confident in our recommendation that Tabernacle Township Committee approve Keith Zane to be the new Chief of Tabernacle Fire Company.’
RESOLUTION 2020-115: AUTHORIZING THE APPOINTMENT OF FIRE CHIEF

WHEREAS, Tabernacle Township Committee recognizes the need to fill the position of Fire Chief established pursuant to Ordinance 2020-4; and

WHEREAS, Tabernacle Township Sub-Committee, after an extensive interview process, wishes to appoint Keith E. Zane as the Fire Chief of Tabernacle Township Fire Department, effective immediately.

NOW, THEREFORE, BE IT RESOLVED, that Tabernacle Township Committee, County of Burlington, State of New Jersey, hereby accepts the findings of the Sub-Committee and authorizes the appointment of Keith E. Zane as Fire Chief for Tabernacle Township Fire Department, effective immediately.

MOTION – Mr. Sunbury made a motion to appoint Keith Zane as fire chief of Tabernacle Fire Company, seconded by Ms. McGinnis. Ayes – McGinnis, Moore, Sunbury, Brown. Nays – None. Absent – Barton. Motion carried.

COMMITTEE
Mr. Sunbury suggested a salary/stipend for the chief of the fire company in 2021 in the amount of $10,000. Mr. Moore added that Medford lakes pays a stipend of $12,000. He would be comfortable with $10,000. Mr. Haines was asked if this in the budget, to which Mr. Haines advised it would be available in 2021.

RESOLUTION 2020-116: AUTHORIZE ANNUAL STIPEND – TABERNACLE TOWNSHIP DEPARTMENT FIRE CHIEF, EFFECTIVE JANUARY 2021

WHEREAS, upon review, Tabernacle Township Subcommittee made recommendation for the position of Fire Chief for Tabernacle Township Department be paid an annual stipend of $10,000.00, effective January 2021; and

WHEREAS, there were no objections during the public meeting by members of the Governing Body to pay a $10,000.00 annual stipend for the position of Fire Chief for Tabernacle Township Fire Department, pursuant to Resolution 2020-115.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Tabernacle Township, County of Burlington, State of New Jersey, hereby authorizes an annual stipend of $10,000 for the position of Tabernacle Township Fire Chief in Tabernacle Township, effective January 2021.

MOTION – Mr. Sunbury made a motion to approve a $10,000 stipend for the new fire chief beginning in 2021, seconded by Ms. McGinnis. Ayes – McGinnis, Moore, Sunbury, Brown. Nays – None. Absent – Barton. Motion carried.

Mr. Sunbury gave an update on COVID 19 cases. He wished everyone a happy, health, safe holiday.

Ms. McGinnis responded to the Brooks’ question regarding her vote against Carranza Road, as her reason is, she was told it is not in our town. Ms. McGinnis thanked the volunteers of the town and wished everyone a Merry Christmas and Happy New Year.

Mr. Moore thanked everyone for dealing going through COVID 19. The Township is doing a wonderful job. Mr. Moore wished everyone a Merry Christmas and Happy New Year. He quoted the definition of ‘comment’ from Webster’s Dictionary.
It is a verbal or writing remark expressing an opinion or reaction. Mayor Brown thanked the first responders, workers. She wished everyone a Happy, Healthy Holiday. She hopes everyone stays healthy.

**ADJOURNMENT**

**MOTION** – Mr. Moore made a motion to adjourn, seconded by Ms. McGinnis. Ayes –McGinnis, Moore, Sunbury, Brown. Nays – None. Absent Barton. **Motion carried.** The meeting was adjourned at 8:17 p.m.

Respectfully submitted,

La Shawn R. Barber, RMC
Municipal Clerk

Draft submitted: 12/31/2020, 01/25/2021
Approved: