Township of Tabernacle

Town Hall
163 Carranza Road
Tabernacle, NJ 08088

TOWNSHIP COMMITTEE MEETING
AGENDA

JANUARY 22, 2019 - 7:00 PM

Governing Body
Kimberly A. Brown, Deputy Mayor
Stephen V. Lee, IV, Township Committee
Samuel R. Moore, III, Township Committee
Joseph Yates, IV, Township Committee
Joseph W. Barton, Mayor

TOWN HALL ADMINISTRATIVE TEAM

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<th>Position</th>
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<tr>
<td>Douglas Cramer, C.P.W.M.</td>
<td>Township Administrator</td>
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<td>Dante Guzzi</td>
<td>Township Engineer</td>
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<td>Rodney R. Haines, C.M.F.O.</td>
<td>Acting Chief Finance Officer</td>
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<td>Thomas Boyd</td>
<td>Construction Official</td>
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<td>Robert Sunbury</td>
<td>Emergency Management Coordinator</td>
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<td>Peter C. Lange, Jr.</td>
<td>Township Solicitor</td>
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<td>Kimberly L. Smith, C.T.C.</td>
<td>Tax Collector</td>
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<td>La Shawn R. Barber, RMC, CMR,</td>
<td>Municipal Clerk</td>
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www.townshipoftabernacle-nj.gov
TABERNACLE TOWNSHIP COMMITTEE
TOWN HALL AGENDA
JANUARY 22, 2019

I. CALL TO ORDER - FLAG SALUTE - OPEN PUBLIC MEETINGS ACT STATEMENT

II. ROLL CALL: Ms. Brown, Mr. Lee, Mr. Moore, Mr. Yates, Mayor Barton

III. PUBLIC COMMENT (AGENDA ITEMS)

IV. APPROVAL OF BILLS

V. APPROVAL OF MINUTES (December 27, 2018 regular & executive)

VI. RESOLUTIONS

2019-37: Authorize refund pursuant to a one hundred percent totally disabled veteran exemption: Konopka
2019-38: Authorize refund pursuant to a one hundred percent totally disabled veteran exemption: Hires
2019-39: Authorize Township Administrator to advertise and offer employment to a Deputy Municipal Court Administrator
2019-40: Authorize permanent appointment for Chief Financial Officer

VII. NEW BUSINESS

1. Discussion: Tabernacle Fire Company #1 financial, budget and auditing matters reassigned to Administrator and Chief Finance Officer.

VIII. REPORTS: a) Engineer  b) Administrator  c) Solicitor  d) Committee

IX. CLOSED SESSION (Resolution No. CS 01 222019)

2. Matters relating to contract and negotiation - TRS

X. PUBLIC COMMENT (please state your name & address for the record)

XI. ADJOURNMENT
TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY

RESOLUTION 2019-37
AUTHORIZE REFUND PURSUANT TO A
ONE HUNDRED PERCENT TOTALLY DISABLED VETERAN EXEMPTION

WHEREAS, Kenneth R. Konopka III, owner and resident of 507 Old Indian Mills Road (Block 307, Lot 4.01) was granted an exemption from property taxes as a 100% Totally Disabled Veteran pursuant to NJSA 54:4-3.30; and

WHEREAS, the exemption commenced January 1, 2019 in accord with certification of 100% disability granted by the Department of Veterans Affairs; and

WHEREAS, Surety Title Company, LLC, paid the Quarter 1 2019 taxes on behalf of Kenneth R. Konopka III, before the Totally Disabled Veteran status was declared; and

NOW THEREFORE BE IT RESOLVED by Tabernacle Township Committee that the Tax Collector is hereby authorized to refund $2,140.73 to Kenneth R. Konopka III, owner and resident of 507 Old Indian Mills Road, Tabernacle (Block 307, Lot 4.01). (Calculation: 2019 First Quarter Taxes $2,140.73.

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

DATE: January 22, 2019

JOSEPH W. BARTON, MAYOR

LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK

VOTE ON ADOPTION

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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 22nd day of January 2019.

LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK
TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY

RESOLUTION 2019-38
AUTHORIZE REFUND PURSUANT TO A
ONE HUNDRED PERCENT TOTALLY DISABLED VETERAN EXEMPTION

WHEREAS, Brian Hires, owner and resident of 17 Anne Drive (Block 309, Lot 23) was
granted an exemption from property taxes as a 100% Totally Disabled Veteran pursuant to
NJSA 54:4-3.30; and

WHEREAS, the exemption commenced November 21, 2018 in accord with certification of
100% disability granted by the Department of Veterans Affairs; and

WHEREAS, Lereta, LLC, the mortgage company, paid the 2018 taxes in full, before the
Totally Disabled Veteran status was declared; and

NOW THEREFORE BE IT RESOLVED by Tabernacle Township Committee that the
Tax Collector is hereby authorized to refund $824.69 to Lereta, LLC, Attn: Central
Refunds, 1123 Parkview Drive, Covina, CA 91724, mortgage company for Brian Hires,
owner and resident of 17 Anne Drive, Tabernacle (Block 309, Lot 23).
(Calculation: 2018 Taxes $7,422.16/360 days * 40 days)

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

DATE: January 22, 2019

JOSEPH W. BARTON, MAYOR

LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK

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LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK
TOWNSHIP OF TABERNACLE
BURLINGTON COUNTY, NEW JERSEY

RESOLUTION 2018-39
AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO ADVERTISE
AND OFFER EMPLOYMENT TO A
DEPUTY MUNICIPAL COURT ADMINISTRATOR

WHEREAS, the Township of Tabernacle desires to continue excellent services to persons
residing in the community and beyond who are in need of serving the public; and

WHEREAS, the Township desires to solicit applications for the position of a part-time Deputy
Municipal Court Administrator; and

WHEREAS, based on availability of funds as certified by the CFO and the need for someone to
provide high level of customer service to work independently and under the direction of the
Municipal Court Administrator and Municipal Court Judge.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of
Tabernacle, County of Burlington, State of New Jersey that the Township Administrator be and
is hereby authorized to hire a part-time Deputy Municipal Court Administrator.

ADOPTED at the regular meeting of the Township Committee of the Township of Tabernacle
on January 22, 2019.

LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK

JOSEPH W. BARTON, MAYOR

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LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK
Municipal Court Career Opportunity

MUNICIPALITY: Tabernacle Township
VICINAGE: Burlington
POSITION TITLE: Deputy Municipal Court Administrator (part-time, minimum 10 per week)
POSTING DATE: February 1, 2019
DEADLINE DATE: February 22, 2019

POSITION DESCRIPTION AND REQUIREMENTS

The Township of Tabernacle in the County of Burlington is seeking a qualified, self-motivated and detail oriented individual for the part-time position of Deputy Municipal Court Administrator. Candidates should possess excellent writing and verbal communication skills and the ability to provide a high level of customer service. Applicants must be able to work well independently and under the direction of the Municipal Court Administrator and Municipal Court Judge. Applicants should have experience in all aspects of court administration, including a strong working knowledge of the ATS/ACS computer system, MACS and Page Center. Experience in case flow management and other computer applications are a plus.

Responsibilities include, but are not limited to: processing complaints; on-call duties; answering inquiries from the public, employees, clients, attorney’s, etc.; preparing, reviewing, evaluating and monitoring daily, weekly and monthly reports; accepting bail and pleas of guilty with payments; drafting correspondence; complying with the New Jersey Rules of Court, Supreme Court Directives, laws and established policies and procedures governing the operation of the New Jersey Municipal Courts.

Unaccredited applicants shall obtain conditional accreditation within 6 months of the hire date and become fully accredited within three years of the hire date as set forth in the New Jersey Court Rules. Applicants who are presently conditionally accredited, must meet all training requirements to become fully accredited within three years from the date of appointment pursuant to NJSA 2B:12-11 pursuant to NJ Court Rule 1:41-3.

Court Office Hours are Monday, Wednesday and Friday 8am to 3pm, and Tuesdays and Thursday 1pm to 3pm. Court Sessions are the first and third Tuesday of the month. Candidate must be available for court sessions that may extend into the early evening. Office hours and court sessions may be subject to change. Interested candidates should submit resume with salary requirements to:

Douglas A. Cramer, C.P.W.M., Township Administrator
163 Carranza Road
Tabernacle, NJ 08088
twpadm@townshipoftabernacle-nj.gov

Tabernacle Township is an Equal Opportunity Employer.

**NOTE: The above local job posting was submitted to the vicinage by the local municipality and is not a State job posting.**
Resolution 2019-40
Appointment of Chief Financial Officer

Whereas, the Township Committee recognized the statutory need to fill this position in order to continue to conduct the day-to-day operations of Tabernacle Township; and

Whereas, Tabernacle Township made a one-year temporary appointment for Rodney Haines pursuant to Resolution 2018-86 on July 23, 2018; and

Whereas, the State of New Jersey, Department of Community Affairs approved certification for Rodney R. Haines as a Certified Municipal Finance Officer on January 2, 2019.

Now, Therefore, Be It Resolved, that the Township Committee of Tabernacle Township, in the County of Burlington, State of New Jersey, hereby appoints Rodney R. Haines to a four-year term (4) as Chief Finance Officer.

DATE: January 22, 2019

JOSEPH W. BARTON, MAYOR

LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK

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LA SHAWN R. BARBER, RMC
MUNICIPAL CLERK
JANUARY 22, 2019
EXECUTIVE SESSION RESOLUTION
CS 01 222019

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss litigation matters involving Fran Brooks v. Township of Tabernacle and Records Custodian, La Shawn Barber Docket BUR - L-001048-18 and contract negotiations with TRS (Tabernacle Rescue Squad); and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

BE IT FURTHER RESOLVED, after executive session we will reopen the meeting in which action may or may not be taken.

Date: January 22, 2019

La Shawn R. Barber, RMC
Municipal Clerk