

RESOLUTION: #05:107-22

RESOLUTION REFUNDING OVERPAYMENTS FOR  
2<sup>nd</sup> QUARTER 2022 TAXES

WHEREAS, there appears on the 2022 tax record an overpayment for the below listed properties,

WHEREAS, the 2<sup>nd</sup> quarter 2022 taxes were paid twice on each property resulting in the overpayment,

<u>Block</u>	<u>Lot</u>	<u>Amount</u>	<u>Refund To</u>
21	3.01	1764.30	CORELOGIC
42	10	1603.46	CORELOGIC
46	13	1725.31	CORELOGIC
47.06	15	1452.38	CORELOGIC
81.02	1	1027.90	CORELOGIC
118	6.02	1754.55	CORELOGIC
118	11	2100.59	CORELOGIC
145.01	4.01	1156.62	CORELOGIC

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Bellmawr, County of Camden, State of New Jersey that the Tax Collector refund the above overpayments to the referenced mortgage companies.

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

ATTEST:

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

The foregoing Resolution was duly adopted by Mayor and Council of the Borough of Bellmawr, County of Camden and State of New Jersey at the Mayor and Council Meeting, held on May 26, 2022 in the Municipal Building, Bellmawr, NJ beginning at 7:00 PM.

	<u>Bider</u>	<u>Casey</u>	<u>D'Angelo</u>	<u>Evans</u>	<u>Fina</u>	<u>Wilhelm</u>
AYE	✓	✓		✓	✓	✓
NAY						
ABSTAIN						
ABSENT			✓			

CERTIFICATION

I, Francine M. Wright Borough Clerk of the Borough of Bellmawr, County of Camden, State of New Jersey, hereby certify that the above is a true and correct copy of a resolution adopted by the Mayor and Borough at their meeting of May 26, 2022 in the Municipal Building, 21 East Browning Road, Bellmawr, New Jersey.

*Francine M. Wright*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

**RESOLUTION: #05:108-22**

**RESOLUTION REFUNDING CREDIT DUE TO  
TOTALLY DISABLED VETERAN STATUS**

**WHEREAS**, New Jersey State Statute 55:4-3-30 provides that the property of a Veteran with 100% service connected disability shall be exempt from all property taxes, and

**WHEREAS**, the Tax Assessor has certified that the following property is entitled to the provisions of this act,

**WHEREAS**, the Homestead Credit for 2022 was applied to the taxes per the state file, creating a credit on the account due to the exempt status,

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Bellmawr that the credit for 2022 2<sup>nd</sup> quarter be refunded to the homeowner below.

<u>BLOCK</u>	<u>LOT</u>	<u>NAME &amp; ADDRESS</u>	<u>1<sup>st</sup> QTR AMOUNT</u>
93	8	Skamarakas, James & Anna 18 E Maple Avenue	\$738.52

**May 26, 2022**

**APPROVED:**

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

**ATTEST:**

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

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AYE	✓	✓		✓	✓	✓
NAY						
ABSTAIN						
ABSENT			✓			

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*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION # 05:109-22

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT  
BETWEEN THE BOROUGH OF BELLMAWR AND GOGOV, INC. FOR  
CODE ENFORCEMENT CASE MANAGEMENT SERVICES**

**WHEREAS**, the Borough of Bellmawr (“Borough” and/or “Bellmawr”) has determined that it is in the best interests to retain the services of GoGov, Inc. to provide the Borough code enforcement case management services; and

**WHEREAS**, the Borough desires to enter into an Agreement for code enforcement case management services with GoGOV, Inc.; and

**WHEREAS**, the Borough Solicitor has reviewed the proposed agreement between the Borough and GoGov, Inc. and via opinion letter dated May 17, 2022 recommended the execution of the agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Bellmawr as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Mayor and/or his designee is hereby authorized to take any and all steps necessary to effectuate the Agreement for Code Enforcement Case Management Services between the Borough of Bellmawr and GOGov, Inc.

**May 26, 2022**

**APPROVED:**

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

**ATTEST:**

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

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ABSTAIN						
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*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION # 05:110-22

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT  
BETWEEN THE BOROUGH OF BELLMAWR AND PREMIER  
TECHNOLOGY SOLUTIONS, LLC FOR BACKUP DISASTER  
RECOVERY SOLUTIONS**

**WHEREAS**, the Borough of Bellmawr (“Borough” and/or “Bellmawr”) has determined that it is in the best interests to retain the services of Premier Technology Solutions, LLC. to provide the Borough backup disaster recovery solutions; and

**WHEREAS**, the Borough desires to enter into an Agreement for backup disaster recovery solutions with Premier Technology Solutions, LLC.; and

**WHEREAS**, the Borough Solicitor has reviewed the proposed agreement between the Borough and Premier Technology Solutions, LLC. and via correspondence dated May 17, 2022 recommended the execution of the agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Bellmawr as follows:

1. The provisions of the **WHEREAS** clauses set forth above are incorporated herein by reference and made a part hereof.
2. The Mayor and/or his designee is hereby authorized to take any and all steps necessary to effectuate the Agreement for Backup Disaster Recovery Solution between the Borough of Bellmawr and Premier Technology Solutions, Inc.

May 26, 2022

**APPROVED:**

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

**ATTEST:**

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

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ABSTAIN						
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*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION: #05:111-22

**RESOLUTION REFUNDING OVERPAYMENTS FOR  
2<sup>nd</sup> QUARTER 2022 TAXES**

**WHEREAS**, there appears on the 2022 tax record an overpayment for the below listed properties,

**WHEREAS**, the 2<sup>nd</sup> quarter 2022 taxes were paid twice on each property resulting in the overpayment,

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**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Bellmawr, County of Camden, State of New Jersey that the Tax Collector refund the above overpayments to the referenced mortgage companies.

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

ATTEST:

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

The foregoing Resolution was duly adopted by Mayor and Council of the Borough of Bellmawr, County of Camden and State of New Jersey at the Mayor and Council Meeting, held on May 26, 2022 in the Municipal Building, Bellmawr, NJ beginning at 7:00 PM.

	<u>Bider</u>	<u>Casey</u>	<u>D'Angelo</u>	<u>Evans</u>	<u>Fina</u>	<u>Wilhelm</u>
AYE	✓	—		✓	✓	—
NAY						
ABSTAIN						
ABSENT			✓			

**CERTIFICATION**

I, Francine M. Wright Borough Clerk of the Borough of Bellmawr, County of Camden, State of New Jersey, hereby certify that the above is a true and correct copy of a resolution adopted by the Mayor and Borough at their meeting of May 26, 2022 in the Municipal Building, 21 East Browning Road, Bellmawr, New Jersey.

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION: #05:113-22

RESOLUTION OF THE BOROUGH OF BELLMAWR, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY AUTHORIZING THE BOROUGH ENGINEER TO  
DESIGN AND PUBLICLY BID THE FY 2022 NEW JERSEY DEPARTMENT OF  
TRANSPORTATION LOCAL FREIGHT IMPACT FUND IMPROVEMENTS TO  
HELLER PLACE PROJECT

WHEREAS, the State of New Jersey has allocated \$500,000.00 of Fiscal Year 2022 NJDOT Local Freight Impact Funds to the Borough of Bellmawr; and,

WHEREAS, the Council of the Borough of Bellmawr wishes to utilize said funding; and,

WHEREAS, the Borough Engineer has submitted a proposal to the Borough of Bellmawr with two (2) options regarding breakdown of fees; and,

WHEREAS, Option 1 utilizes the option provided by the NJDOT for five percent (5%) design fee reimbursement; and,

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Bellmawr, County of Camden, State of New Jersey, that does hereby authorize the Borough Engineer to advertise and receive public bids for the FY 2022 NJDOT Local Freight Impact Fund Improvements to Heller Place project.

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER, III  
MAYOR

ATTEST:

*Francine M. Wright*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

I, Francine M. Wright, Borough Clerk of the Borough of Bellmawr, County of Camden, State of New Jersey, hereby certify that the foregoing Resolution was adopted by the Mayor and Council of the Borough of Bellmawr at a regular meeting held on May 26, 2022 at the Municipal Building, Bellmawr, New Jersey, beginning at 7:00 P.M.

	<u>Bider</u>	<u>Casey</u>	<u>D'Angelo</u>	<u>Evans</u>	<u>Fina</u>	<u>Wilhelm</u>
AYE	✓	✓		✓	✓	✓
NAY						
ABSTAIN						
ABSENT			✓			

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*Francine M. Wright*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

**RESOLUTION 05:14-22**

**RESOLUTION ESTABLISHING POLICIES AND PROCEDURES  
FOR THE USE OF PROCUREMENT CARDS AND  
AUTHORIZING THE EXECUTION OF A CORPORATE CARD  
PROGRAM LINKING AUTHORIZATION CONTRACT WITH THE  
STATE OF NEW JERSEY AND OTHER DOCUMENTATION AS  
REQUIRED TO IMPLEMENT A PROCUREMENT CARD  
PROGRAM FOR THE  
BOROUGH OF BELLMAWR**

**WHEREAS**, the Qualified Purchasing Agent has recommended that procurement cards be utilized where appropriate for purchases of and/or for the Borough of Bellmawr; and

**WHEREAS**, the use of procurement cards can be a highly beneficial tool for local governments looking to further utilize e-commerce and strengthen their purchasing controls; and

**WHEREAS**, the rules adopted by the Local Finance Board governing the use of procurement cards are set forth in N.J.A.C. 5:30-9A; and

**WHEREAS**, the law, N.J.S.A. 40A:5-16(c) establishes the specific circumstances when procurement cards can be used; and

**WHEREAS**, the Chief Finance Officer agrees with the Qualified Purchasing Agent recommendation.

**WHEREAS**, the Mayor and Borough Council find that a procurement card program would be beneficial to the Borough and wish to authorize their use and establish policy and procedures for their use as required by law; and

**WHEREAS**, the Mayor and Council also wish to authorize the Qualified Purchasing Agent to execute a Corporate Card Program Linking Authorization Contract with the State of New Jersey, and other documentation as required to implement a procurement card program for the Borough of Bellmawr.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Bellmawr hereby adopts the following policies and procedures for the use of procurement cards for purchases of and/or for the Borough of Bellmawr and that the policies and procedures for the use of procurement cards as stated herein shall be included in the Bellmawr Borough Purchasing Manual:

## **PROCUREMENT CARDS**

### **A. How Procurement Cards Can Be Used**

1. P-Cards can be utilized for tangible supplies or non-tangible items under the following conditions:
  - a. When payment to vendors is required in advance of the delivery of certain materials or services that cannot be obtained from any other source at comparable prices. (N.J.S.A. 40A:5-16(c)(1).
    - i. Advance payment is required by the vendor.
    - ii. Comparable pricing is not otherwise obtainable for such goods or services to be available at the time and place required.
    - iii. The QPA or CFO has approved such item for purchase from a particular vendor.
  - b. When ordering, billing and payment transactions for goods and services are made through a computerized electronic transaction (N.J.S.A. 40A:5-16(c)(2).
    - i. An order is placed from computer to computer, such as on the Internet or similar computer network.
    - ii. Vendor requires immediate payment.
    - iii. The Qualified Purchasing Agent (QPA) has approved such item for purchase from a particular vendor.
  - c. When certification is not obtainable (N.J.S.A. 40A:5-16(c)(3).
    - i. Certification is not readily obtainable by the contracting unit; but such exceptions shall not include reimbursement of employee expenses or payment for personal services.
2. Transactions cannot exceed the amount designated and authorized.
3. P-Cards cannot be used for the purchase of items or services of a personal nature for employees, volunteers or officials.

### **B. Procurement Card Program Oversight**

1. The Qualified Purchasing Agent (QPA) shall serve in the capacity of program manager if one is so employed and appointed as QPA by the Borough. If the Borough has not appointed a Qualified Purchasing Agent, the Chief Finance Officer (CFO) shall serve in the capacity of program manager. The program manager shall be responsible for day-to-day oversight and management of supervisory review of procurement card usage. Supervisory review means confirming the propriety and accuracy of P-Card usage by all authorized users.
2. The role of a program manager in overseeing the P-Card program does not exempt that individual from accountability to those above them in the organization.

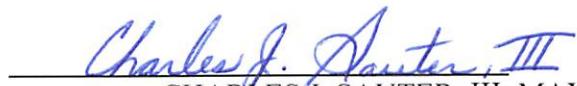
3. Should the program manager not hold a QPA certification, the maximum threshold on P- Card transactions shall not exceed 15% of the Borough's bid threshold.
4. The program manager and CFO shall assure that internal controls are maintained concerning the integrity of vendor payments, accumulated costs for goods and services as well as other Local Public Contract Law requirements.
5. The CFO and program manager shall receive training in all aspects of the system.
6. The program manager will develop and administer a supervisory review process, identify and manage all risks associated with P-Card use; as well as engage in any other oversight or management duties required to ensure their proper utilization.
7. P-Cards must be issued, in the name of a specific individual upon completion of the requisite training, and cannot be issued to personnel who are neither covered by a fidelity bond or a blanket honesty policy held by the local unit (or become ineligible for said coverage after being issued a P-Card). Violations of policies governing P-Card use shall result in appropriate remedial or disciplinary action.
8. P-Cards shall only be issued in the names of the Program Manager, CFO, and Borough Clerk. No other employee shall have a card issued in their name or authority to use the P-Card.
9. The program manager, Borough Clerk, and CFO, shall sign an acknowledgement of procurement card training and agreement to abide by policies and procedures for procurement card usage and said agreement shall be retained by the Borough in their personnel file.
10. The Program Manager shall also ensure that:
  - a. all cards have imprinted on them both the users' names and the name of the local unit
  - b. the merchant code is accurate
  - c. Sufficient funds are encumbered from the proper accounts to cover any charges the user is authorized to make.
  - d. Program participants are aware of the program and approved vendors with whom the cards may be utilized, dependent upon contracts awarded by the governing body.
  - e. When applicable and bids are advertised, the bid documents include that the payments may be made by procurement card so the local unit receives in their bid prices any discount for timely payments.
11. Users shall expeditiously provide all receipts to the program manager, who will compare receipts to the computer-generated usage report provided by the card company. Returned material must be reported to the Program Manager quickly to ensure either the charge is cancelled or the local unit receives proper credit.

C. Nothing in this policy shall change regulations or requirements pursuant to Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)

**BE IT FURTHER RESOLVED** that the Qualified Purchasing Agent is hereby authorized to execute a Corporate Card Program Linking Authorization Contract with the State of New Jersey, and other documentation as required to implement a procurement card program for the Borough of Bellmawr.

May 26, 2022

APPROVED:

  
CHARLES J. SAUTER, III, MAYOR

The foregoing Resolution was duly adopted by the Mayor and Council of the Borough of Bellmawr, County of Camden and State of New Jersey at a regular meeting held on May 26, 2022 in the Municipal Building, Bellmawr, New Jersey beginning at 7:00 P.M.

  
FRANCINE M. WRIGHT,  
RMC BOROUGH CLERK

	Fina	Casev	D'Angelo	Wilhelm	Evans	Bider
AYE	✓			✓	✓	✓
NAY						
ABSTAIN			✓			

RESOLUTION: #05:115-22

APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR IMPROVEMENTS TO DEVENNEY DRIVE PHASE II, UNION AVENUE, AND WARREN AVENUE

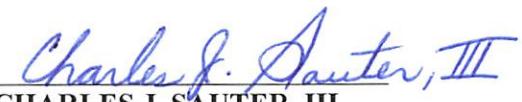
NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Bellmawr that the Borough Council formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2023-Improvements to Devenney Drive Phase-00091 to the New Jersey Department of Transportation on behalf of the Borough of Bellmawr.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Bellmawr and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

May 26, 2022

APPROVED:

  
CHARLES J. SAUTER, III  
MAYOR

ATTEST:

  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

The foregoing Resolution was duly adopted by Mayor and Council of the Borough of Bellmawr, County of Camden and State of New Jersey at the Mayor and Council Meeting, held on May 26, 2022 in the Municipal Building, Bellmawr, NJ beginning at 7:00 PM.

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AYE	✓	✓		✓	✓	✓
NAY						
ABSTAIN						
ABSENT			✓			

CERTIFICATION

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FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION #05:116-22

AMENDING THE 2022  
CAPITAL BUDGET

Amending the 2022 Capital Budget authorizing Reconstruction of  
Victory Drive funded by Camden County CDBG Program

NOW THEREFORE be it resolved that the CMFO be authorized to  
amend the 2022 Capital Budget to include \$272,000.00 for the Reconstruction  
of Victory Drive.

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

I, Francine Wright Borough Clerk of the Borough of Bellmawr, County  
of Camden, State of New Jersey, hereby certify that the above is a true and  
correct copy of a Resolution adopted by the Mayor and Council of the Borough  
of Bellmawr at a regular meeting held on May 26, 2022 at 7:00PM at the  
Municipal Building, Bellmawr, New Jersey.

*Francine Wright*  
FRANCINE WRIGHT  
BOROUGH CLERK

RESOLUTION: #5:117-22

**RESOLUTION APPOINTING PART TIME EMPLOYEES FOR THE  
BOROUGH OF BELLMAWR**

**WHEREAS**, there is a need for the Borough of Bellmawr to appoint part time employees for position of temporary laborer for the DPW

**WHEREAS**, the Mayor has submitted the names of Daniel Badecki and Kenneth Hands to fill these position,

**NOW, THEREFORE BE IT RESOLVED**, that the nominations of Daniel Badecki and Kenneth Hands are hereby confirmed and to be appointed to part time positions for the with the Borough of Bellmawr

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

ATTEST:

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

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*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

RESOLUTION: #5:118-22

RESOLUTION APPOINTING PART TIME EMPLOYEE FOR THE  
BOROUGH OF BELLMAWR

WHEREAS, there is a need for the Borough of Bellmawr to appoint part time employee for Police Department's Records Office

WHEREAS, the Mayor has submitted the name of Karlie Kennedy to fill this position,

NOW, THEREFORE BE IT RESOLVED, that the nomination of Karlie Kennedy is hereby confirmed and to be appointed to part time position for the Borough of Bellmawr

May 26, 2022

APPROVED:

*Charles J. Sauter, III*  
CHARLES J. SAUTER III  
MAYOR

ATTEST:

*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

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*Francine M. Wright, RMC*  
FRANCINE M. WRIGHT, RMC  
BOROUGH CLERK

**RESOLUTION: #05:119-22**

**WHEREAS**, it is the intent of the governing body of the Borough of Bellmawr to pay all outstanding bills; and

**WHEREAS**, all bills here presented are the obligation of the Borough of Bellmawr to pay total of \$as follow: \$4,622,540.88

**For the Month of May**

**NOW, THEREFORE BE IT RESOLVED** by Mayor and Council of the Borough of Bellmawr that all outstanding bills be paid for the month of May 2022.

**May 26, 2022**

**APPROVED:**

*Charles J. Sauter, III*  
**CHARLES J. SAUTER III**  
**MAYOR**

**ATTEST:**

*Francine M. Wright, RMC*  
**FRANCINE M. WRIGHT, RMC**  
**BOROUGH CLERK**

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AYE	✓	✓		✓	✓	✓
NAY						
ABSTAIN						
ABSENT				✓		

**CERTIFICATION**

I, Francine M. Wright Borough Clerk of the Borough of Bellmawr, County of Camden, State of New Jersey, hereby certify that the above is a true and correct copy of a resolution adopted by the Mayor and Borough at their meeting of May 26, 2022 in the Municipal Building, 21 East Browning Road, Bellmawr, New Jersey.

*Francine M. Wright, RMC*  
**FRANCINE M. WRIGHT, RMC**  
**BOROUGH CLERK**