



**TOWNSHIP OF DELRAN**

**WORK SESSION**

**SEPTEMBER 27, 2022 | 7:00 PM**

**I. Call to Order**

**II. Sunshine Statement:** Be advised that proper notice has been given by the Township Council in accordance with the sunshine law in the following manner. Notice advertised in the Burlington County Times and Camden Courier Post on March 1, 2022 and posted on the bulletin board on the same date.

**III. Roll Call:** Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

**IV. Work Session**

- a. Beloved Project and Project Restart – Patrolman Joseph Wagner
- b. Straight to Treatment – Patrolman Kevin Pfeffer
- c. Delran Green Team – Presentation Solar/EV Charging
- d. Creek Road Sewer Extension – Burlington County
- e. Oenda/Janeway Avenue Paper Street
- f. 2023 Road Program
- g. Municipal Building Façade

**V. Ordinance(s) on Second Reading**

a. **Ordinance 2022-17** An Ordinance Amending Chapter 63 of the Code of the Township of Delran Entitled “Affordable Housing”

i. Public Hearing

Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

**b. Ordinance 2022-18** An Ordinance to Establish Salaries for Various Employees of the Township of Delran, County of Burlington, State of New Jersey and Regulating the Manner of Payment of Same

**i. Public Hearing**

Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

**VI. Ordinance(s) on First Reading**

**a. Ordinance 2022-19** An Ordinance to Establish Salaries for Various Employees within the Delran Township Police Department in the Township of Delran, County of Burlington, State of New Jersey And Regulating the Manner of Payment of Same

Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

**VII. Resolution(s)**

**a. Resolution 2022-174** Approving the Corrective Action Plan Based on the Recommendations in the 2021 Audit Report

Moved By \_\_\_\_\_ Seconded By \_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

**b. Resolution 2022-175** Resolution Authorizing the Award of a Professional Services Agreement for Special Legal Counsel (Regina M. Philipps, Esq. and Madden and Madden, P.A. for Mayor Gary Catrambone)

Moved By\_\_\_\_\_Seconded By\_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

- c. Resolution 2022-176** Resolution Authorizing the Award of a Professional Services Agreement for Special Legal Counsel (Eric M. Bernstein & Associates, LLC for Council President Tyler Burrell)

Moved By\_\_\_\_\_Seconded By\_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

- d. Resolution 2022-177** Resolution Authorizing the Award of a Professional Services Agreement for Special Legal Counsel ((Cleary Giacobbe Alfieri Jacobs, LLC for Recreation Advisory Committee Member Colin Rafferty)

Moved By\_\_\_\_\_Seconded By\_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

## **VIII. Consent Agenda**

- a. Resolution 2022-178** Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Two Requirements
- b. Resolution 2022-179** Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Three Requirements
- c. Resolution 2022-180** Approving Raffle License No. 618 for Friends of Ron, Inc.
- d. Resolution 2022-181** Resolution of Municipal Support for Rooted of Delran, LLC to Receive One (1) Class 5 Cannabis Retailer License from the New Jersey Cannabis

Regulatory Commission to Operate Within the Township of Delran, Subject to Township Land Use Approvals

- e. **Resolution 2022-182** Refunding Tax Overpayment
- f. **Resolution 2022-183** Amending Resolution 2021-152 Authorizing CME Associates to Perform Engineering Services for CDBG FY21 ADA Improvement Project
- g. **Resolution 2022-184** Authorizing Acceptance of the Improvements for the CDBG FY2022 ADA Ramp Improvement Project and Authorizing Final Payment To Earle Asphalt Company
- h. **Resolution 2022-185** Resolution Authorizing the Purchase of One (1) 2023 Police Interceptor Vehicle Under State Contract T2776 20-FLEET-01189 for the Office of Construction
- i. **Resolution 2022-186** Amending Resolution 2021-65 Emergency Procurement Resolution
- j. **Resolution 2022-187** A Resolution of the Township Council of the Township of Delran Authorizing the Sale of Surplus Personal Property No Longer Needed for Public Use Through Municibid (As Authorized by State Contract T-2581)
- k. Authorizing the Payment of Bills including all purchases made under the Cooperative Purchasing Agreement
- l. A motion granting a mercantile license to:
  - Cruz’s Car Collection, LLC, 209-3 Carriage Lane
  - Las Palmas Restaurant, 2900 Route 130
  - A to B Auto Sale, LLC, 207-19 Carriage Lane

Moved By\_\_\_\_\_ Seconded By\_\_\_\_\_

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, Mr. Burrell

Ayes:

Nays:

Approved:

## IX. Reports

- a. Township Administrator – Joseph B. Bellina

- b. Clerk – Jamey Eggers
- c. Mayor - Gary Catrambone
- d. Solicitor – Mark A. Tabakin, Esq.
- e. Engineer – Jim Winckowski, CME Associates
- f. Council Members

**X. Public Comments**

**XI. Adjournment**

**TOWNSHIP OF DELRAN  
ORDINANCE 2022-17**

**AMENDING CHAPTER 63 OF THE CODE OF THE TOWNSHIP OF DELRAN  
ENTITLED, “AFFORDABLE HOUSING”**

**WHEREAS**, Chapter 63 of the Code of the Township of Delran entitled, “Affordable Housing” is intended to ensure that affordable units are created with controls on affordability and low and moderate income households shall occupy these units consistent with applicable law; and

**WHEREAS**, Chapter 63, *inter alia* defines and regulates regional income limits for affordable units on an annual basis; and

**WHEREAS**, the overwhelming majority of municipalities who have reached settlement agreements with Fair Share Housing Center, such as the Township of Delran are now using Regional Income Limits as published annually by the Affordable Housing Professionals of New Jersey (“AHPNJ”) which are endorsed by both Fair Share Housing Center and the Court appointed Special Master with respect to the Township of Delran’s Affordable Housing Plan; and

**WHEREAS**, pursuant to N.J.S.A. 40:48-2, Council is authorized to enact and amend ordinances as deemed necessary for the preservation of the public health, safety and welfare and as may be necessary to carry into effect the powers and duties conferred and imposed upon the Township by law.

**NOW, THEREFORE BE IT ORDAINED**, by the Council of the Township of Delran, County of Burlington, State of New Jersey as follows:

**Section 1.** Chapter 63-2 entitled “Definitions” shall be amended, revised or modified as follows: “Regional Asset Limit. The maximum housing value in each housing region affordable to four-person households with an income of 80% of the regional median as defined by the Affordable

Housing Professionals of New Jersey (“AHPNJ”) adopted Regional Income Limits published annually by AHPNJ.”

**Section 2.** Chapter 63-4.G(1) entitled “Maximum rents and sales prices” shall be amended, revised or modified as follows: “In establishing rents and sales prices of affordable housing units, the administrative agent shall follow the procedures set forth in UHAC utilizing the most recently published regional weighted average of the uncapped Section 8 income limits as defined by the Affordable Housing Professionals of New Jersey (“AHPNJ”) adopted Regional Income Limits published annually by AHPNJ.”

**Section 3.** With the exception of Section 1, the balance of Chapter 63 and the Code of the Township of Delran shall not be modified.

**Section 4.** This Ordinance shall take effect immediately

Vote taken on First Reading and Introduction:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Vote take on Second Reading, Public Hearing and Adoption:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Introduced \_\_\_\_\_, 2022  
 Adopted \_\_\_\_\_, 2022  
 Published \_\_\_\_\_, 2022

**SO ORDAINED.**

**Witnessed and attested by:**

**TOWNSHIP OF DELRAN**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk  
Township of Delran**

\_\_\_\_\_  
**Mayor Gary Catrambone**

**Date Signed: \_\_\_\_\_, 2022**



**TOWNSHIP OF DELRAN  
ORDINANCE 2022-18**

**AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS EMPLOYEES OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AND REGULATING THE MANNER OF PAYMENT OF SAME.**

**BE IT ORDAINED** by the Township Council of the Township of Delran in the County of Burlington and State of New Jersey that the Township does hereby establish the following salaries for the employees serving in the following position:

<b>POSITIONS</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>PAY PERIOD</b>
<b>Business Administrator</b>		<b>114,000</b>	<b>116,850</b>	<b>Biweekly</b>
<b>Sr. Police Records Clerk</b>	<b>59,505</b>	<b>60,992</b>	<b>62,517</b>	<b>Biweekly</b>
<b>Payroll Clerk</b>		<b>45,000</b>	<b>46,125</b>	<b>Biweekly</b>
<b>PW Superintendent</b>		<b>100,000</b>	<b>102,500</b>	<b>Biweekly</b>
<b>Recycling Coordinator</b>	<b>2,220</b>	<b>2,276</b>	<b>2,333</b>	<b>Biweekly</b>
<b>Assistant PW Superintendent</b>	<b>78,534</b>	<b>80,497</b>	<b>82,509</b>	<b>Biweekly</b>
<b>Tax Collector</b>		<b>35,000</b>	<b>35,875</b>	<b>Biweekly</b>
<b>Assistant Tax Collector</b>		<b>20,000</b>	<b>20,500</b>	<b>Biweekly</b>
<b>Secretarial Assistant 1</b>	<b>54,387</b>	<b>55,747</b>	<b>57,141</b>	<b>Biweekly</b>
<b>Secretarial Assistant 2 (5 years)</b>	<b>59,505</b>	<b>60,992</b>	<b>62,517</b>	<b>Biweekly</b>
<b>Municipal Court Judge</b>	<b>31,900</b>	<b>32,698</b>	<b>33,515</b>	<b>Biweekly</b>
<b>Court Administrator</b>	<b>74,224</b>	<b>76,080</b>	<b>77,982</b>	<b>Biweekly</b>
<b>Municipal Clerk</b>	<b>83,640</b>	<b>85,731</b>	<b>87,874</b>	<b>Biweekly</b>
<b>Deputy Municipal Clerk</b>		<b>50,000</b>	<b>51,250</b>	<b>Biweekly</b>
<b>Tax Assessor</b>	<b>28,050</b>	<b>28,751</b>	<b>29,471</b>	<b>Biweekly</b>
<b>Chief Financial Officer</b>		<b>80,000</b>	<b>82,000</b>	<b>Biweekly</b>
<b>Emergency Management</b>	<b>3,545</b>	<b>3,634</b>	<b>3,725</b>	<b>Monthly</b>

Zoning/Code Official	24.97 per hour	25.59 per hour	26.23 per hour	Biweekly
Construction Code Official	75,000	76,875	78,797	Biweekly
Sewer Executive Dir. Of Operations	95,977	98,376	100,835	Biweekly
Sewer Asst. Superintendent	78,413	80,373	82,382	Biweekly
Sewer Search Officer	624	640	656	Biweekly
Tax Search Officer	654	670	687	Biweekly
Fire Sub-Code Official	38.00-49.00 per hour	38.00-49.00 per hour	38.00-49.00 per hour	Monthly
Electrical Sub-Code Official	38.00-49.00 per hour	38.00-49.00 per hour	38.00-49.00 per hour	Monthly
Building/Plumbing Sub-Code Official	38.00-49.00 per hour	39.00-49.50 per hour	40.00-50.00 per hour	Monthly
Building Sub-Code HHS Official	44.00-49.00 per hour	44.00-49.50 per hour	44.00-50.00 per hour	Monthly
Fire Inspector	38.00-49.00 per hour	38.00-49.00 per hour	38.00-49.00 per hour	Monthly
Plumbing Inspector	38.00-49.00 per hour	38.00-49.00 per hour	38.00-49.00 per hour	Monthly
School Traffic Guard	34.62	35.49	36.38	Monthly
Secretary of Recreation	1,109	1,137	1,165	Quarterly
Violation Clerk	5,079	5,206	5,336	Biweekly
Summer Help	12.00-15.00 per hour	13.00-25.00 per hour	13.00-25.00 per hour	Biweekly

**Section II Repeal** – All Ordinances or part of Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of their inconsistency.

**Section III Adoption** – This Ordinance shall take effect immediately upon its final adoption and publication according to law. This ordinance is retroactive to January 1, 2021.

Vote taken on First Reading and Introduction:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Vote take on Second Reading, Public Hearing and Adoption:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Introduced \_\_\_\_\_, 2022  
 Adopted \_\_\_\_\_, 2022  
 Published \_\_\_\_\_, 2022

**SO ORDAINED.**

**Witnessed and attested by:**

**TOWNSHIP OF DELRAN**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk**  
**Township of Delran**

\_\_\_\_\_  
**Mayor Gary Catrambone**

**Date Signed: \_\_\_\_\_, 2022**

**TOWNSHIP OF DELRAN  
ORDINANCE 2022-19**

**AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS EMPLOYEES WITHING THE DELRAN TOWNHSIP POLICE DEPARTMENT IN TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AND REGULATING THE MANNER OF PAYMENT OF SAME**

**BE IT ORDAINED** by the Township Council of the Township of Delran in the County of Burlington and State of New Jersey that:

**SECTION I. ANNUAL SALARIES**

A. The base salaries of all employees covered under the Delran Patrolman’s Association Agreement will be as follows per annum, per year indicated. These annual salaries are paid on a biweekly basis.

Year	Academy Recruit	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
2021	\$39,037	\$49,283	\$55,240	\$61,199	\$67,156	\$73,116	\$79,072	\$85,032
2022	\$40,013	\$50,516	\$56,621	\$62,729	\$68,835	\$74,944	\$81,049	\$87,158
2023	\$41,013	\$51,778	\$58,036	\$64,297	\$70,556	\$76,817	\$83,075	\$89,337

Year	Step 8	Step 9	Step 10
2021	\$90,988	\$96,948	\$102,910
2022	\$93,263	\$99,372	\$105,482
2023	\$95,594	\$101,856	\$108,119

B. The base salary for the Chief of Police will be as follows per annum, per year indicated. These annual salaries are paid on a biweekly basis.

Year	Annual Salary
2021 (Effective 4/1/2021)	\$138,440.24
2022	\$142,593.45
2023	\$146,871.25
2024	\$151,277.39

**Section II Repeal** - All Ordinances or parts of Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of their inconsistency.

**Section III Adoption** - This Ordinance shall take effect immediately upon its final adoption and publication according to law. This Ordinance is retroactive to January 1, 2021 for those employees currently employed at the time of the adoption of this ordinance.

Vote taken on First Reading and Introduction:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Vote take on Second Reading, Public Hearing and Adoption:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Introduced \_\_\_\_\_, 2022  
Adopted \_\_\_\_\_, 2022  
Published \_\_\_\_\_, 2022

**SO ORDAINED.**

**Witnessed and attested by:**

**TOWNSHIP OF DELRAN**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk  
Township of Delran**

\_\_\_\_\_  
**Mayor Gary Catrambone**

**Date Signed: \_\_\_\_\_, 2022**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-174**

**APPROVING THE CORRECTIVE ACTION PLAN BASED ON  
RECOMMENDATIONS IN THE 2021 AUDIT REPORT**

**WHEREAS**, the New Jersey Department of Community Affairs has instituted a requirement for Local Units to prepare a Corrective Action Plan as part of the annual audit process in accordance with the Single Audit Act, U.S. Office of Management and Budget, Circular A-128 and New Jersey Circular Letter 87-11; and

**WHEREAS**, the Chief Financial Officer is responsible to prepare the plan with assistance from the other officials affected by the Audit Recommendation and approved by the governing body of the Local Unit.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Council of the Township of Delran hereby approves the Corrective Action Plan based on the recommendations in the 2021 Audit Report.

**DATED: September 27, 2022**

\_\_\_\_\_  
**TOWNSHIP CLERK**

\_\_\_\_\_  
**Tyler Burrell  
President of Council**

## **Finding No. 2021-001**

### **Criteria or Specific Requirement**

Local Public Contract Law (N.J.S.A.) states, “No contract in the aggregate which is single in character or which necessarily or by reason of the quantities required to effectuate the purpose of the contract includes the provisions or performance or additional goods or services, shall be divided, so as to bring it or any of the parts thereof under the bid threshold, for the purpose of dispensing with the requirements of public advertising and bidding therefor.”

### **Condition**

The Township paid two vendors for the performance of services, that in the aggregate exceeded the bid threshold.

### **Context**

Local Public Contracts Law defines aggregate as “the sums expended or to be expended for the provisions or performance of any goods or services in connection with the same immediate purpose or task.” We noted that the Township paid \$61,500.00 to two vendors that were related to a Township celebratory event held in October 2021, which appears to be for the same purpose or task.

### **Effect or Potential Effect**

The Township was not in compliance with N.J.S.A. 40A:11-7

### **Cause**

The Township officials, including the Recreation Advisory Committee, were under the advice that these were two separate contracts for different services and were no subject to bid. However, Local Public Contract Law states that goods or services in connection with the same immediate purpose or task should be considered together. If these contracts were aggregated, they would have exceeded the bid threshold and therefore, could have been bid, depending on timing of providing the service.

### **Recommendation**

That the Township review the Local Public Contract Law and ensure compliance when contracts should be aggregated.

### **Corrective Action**

At the outset of the new fiscal year, the business administrator, who is the duly authorized Qualified Purchasing Agent, will require that all department directors and boards and commissions to identify and forecast all major expense items in the both the annual capital and municipal operating budgets. Upon review and analysis, a determination will be made of the appropriate goods and services that will have to be advertised for public bidding. Additionally, spending trends will be closely monitored throughout the fiscal period. Appropriate adjustments will be made throughout the course of the fiscal year to make certain all purchases are consistent with N.J.S.A. 40A:11-1, et seq. This action will be implemented effective on September 27, 2022.

TOWNSHIP OF DELRAN  
RESOLUTION 2022-175

RESOLUTION AUTHORIZING THE AWARD OF A  
PROFESSIONAL SERVICES AGREEMENT FOR SPECIAL LEGAL COUNSEL

(Regina M. Philipps, Esq. and Madden and Madden, P.A. for Mayor Gary Catrambone)

BE IT RESOLVED by the Township Council of the Township of Delran, County of Burlington and State of New Jersey, as follows:

1. The law firm of Madden & Madden, P.A. (Regina M. Philipps, Esq.) (the "Law Firm"), located at 108 Kings Highway East, Ste. 200, Haddonfield, N.J. 08033 is awarded a contract and appointed to serve the Township of Delran as Special Legal Counsel to represent Mayor Gary Catrambone with respect to the investigative matter being conducted by the New Jersey Office of the State Comptroller (the "OSC");
2. The term of the professional services agreement shall be from September 27, 2022 through December 31, 2022 and shall be in an amount not to exceed \$17,500.00 for the term, with services to be paid by the Township to the Law Firm at the rate of \$150.00 per hour;
3. The Law Firm shall provide all required documents to the Township as requested by the Township Solicitor and/or Township Business Administrator;
4. Upon recommendation of the Township Solicitor and the Township Business Administrator, the Council Vice President, Thomas Lyon, is authorized to execute the professional services agreement and the Township Clerk is authorized to witness the Council Vice President's execution of the agreement;
5. This appointment is made as a non-fair and open contract as permitted under the provisions of the Pay-to-Play Law, *N.J.S.A. 19:44A-20.4 et seq.*;
6. This professional services appointment is made without competitive bidding as permitted under the provisions of the Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*; and
7. The Township Clerk shall publish such notice as is required under law.

Council Member	Yes	No	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Witnessed by:

**SO RESOLVED.**  
TOWNSHIP OF DELRAN

\_\_\_\_\_  
Jamey Eggers, Township Clerk  
Township of Delran

\_\_\_\_\_  
Date signed: September \_\_\_\_\_, 2022

I certify that the above is a true copy of the resolution adopted by the Township Council of the Township of Delran, Burlington County, New Jersey on September 27, 2022.

\_\_\_\_\_  
Jamey Eggers, Township Clerk



**TOWNSHIP OF DELRAN  
RESOLUTION 2022-176**

**RESOLUTION AUTHORIZING THE AWARD OF A  
PROFESSIONAL SERVICES AGREEMENT FOR SPECIAL LEGAL COUNSEL**

**(Eric M. Bernstein & Associates, LLC for Council President Tyler Burrell)**

**BE IT RESOLVED** by the Township Council of the Township of Delran, County of Burlington and State of New Jersey, as follows:

1. The law firm of Eric M. Bernstein & Associates, L.L.C. (the "Law Firm"), located at 34 Mountain Blvd., Bldg. A, POB 4922, Warren N.J. 07059 is awarded a contract and appointed to serve the Township of Delran as Special Legal Counsel to represent Council President Tyler Burrell with respect to the investigative matter being conducted by the New Jersey Office of the State Comptroller (the "OSC");
2. The term of the professional services agreement shall be from September 27, 2022 through December 31, 2022 and shall be in an amount not to exceed \$17,500.00 for the term, with services to be paid by the Township to the Law Firm at the rate of \$150.00 per hour;
3. The Law Firm shall provide all required documents to the Township as requested by the Township Solicitor and/or Township Business Administrator;
4. Upon recommendation of the Township Solicitor and the Township Business Administrator, the Council Vice President, Thomas Lyon, is authorized to execute the professional services agreement and the Township Clerk is authorized to witness the Council Vice President's execution of the agreement;
5. This appointment is made as a non-fair and open contract as permitted under the provisions of the Pay-to-Play Law, *N.J.S.A. 19:44A-20.4 et seq.*;
6. This professional services appointment is made without competitive bidding as permitted under the provisions of the Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*; and
7. The Township Clerk shall publish such notice as is required under law.

Council Member	Yes	No	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Witnessed by:

\_\_\_\_\_  
Jamey Eggers, Township Clerk  
Township of Delran

**SO RESOLVED.**  
TOWNSHIP OF DELRAN

\_\_\_\_\_  
Date signed: September \_\_\_\_\_, 2022

I certify that the above is a true copy of the resolution adopted by the Township Council of the Township of Delran, Burlington County, New Jersey on September 27, 2022.

\_\_\_\_\_  
Jamey Eggers, Township Clerk

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-177**

**RESOLUTION AUTHORIZING THE AWARD OF  
PROFESSIONAL SERVICES AGREEMENT FOR SPECIAL LEGAL COUNSEL**

**(Cleary Giacobbe Alfieri Jacobs, LLC  
for Recreation Advisory Committee Member Colin Rafferty)**

**BE IT RESOLVED** by the Township Council of the Township of Delran, County of Burlington and State of New Jersey, as follows:

1. The law firm of Cleary Giacobbe Alfieri Jacobs, LLC (the “Law Firm”), located at 169 Ramapo Valley Rd., Upper Level 105, Oakland, NJ 07436 is awarded a contract and appointed to serve the Township of Delran as Special Legal Counsel to represent Recreation Advisory Committee Member Colin Rafferty with respect to the investigative matter being conducted by the New Jersey Office of the State Comptroller (the “OSC”);
2. The term of the professional services agreement shall be from September 27, 2022 through December 31, 2022 and shall be in an amount not to exceed \$17,500.00 for the term, with services to be paid by the Township to the Law Firm at the rate of \$150.00 per hour;
3. The Law Firm shall provide all required documents to the Township as requested by the Township Solicitor and/or Township Business Administrator;
4. Upon recommendation of the Township Solicitor and the Township Business Administrator, the Council Vice President, Thomas Lyon, is authorized to execute the professional services agreement and the Township Clerk is authorized to witness the Council Vice President’s execution of the agreement;
5. This appointment is made as a non-fair and open contract as permitted under the provisions of the Pay-to-Play Law, *N.J.S.A. 19:44A-20.4 et seq.*;
6. This professional services appointment is made without competitive bidding as permitted under the provisions of the Local Public Contracts Law, *N.J.S.A. 40A:11-1 et seq.*; and
7. The Township Clerk shall publish such notice as is required under law.

Council Member	Yes	No	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

Witnessed by:

**SO RESOLVED.**  
TOWNSHIP OF DELRAN

\_\_\_\_\_  
Jamey Eggers, Township Clerk  
Township of Delran

\_\_\_\_\_  
Date signed: September \_\_\_\_\_, 2022

I certify that the above is a true copy of the resolution adopted by the Township Council of the Township of Delran, Burlington County, New Jersey on September 27, 2022.

\_\_\_\_\_  
Jamey Eggers, Township Clerk

**Township of Delran**

**Resolution 2022-178**

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS  
IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY  
JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER TWO  
REQUIREMENTS**

**Whereas**, the Township of Delran is a member of the BURLCO JIF which secures insurance protection through the New Jersey Municipal Liability Joint Insurance Fund (NJ MEL); and

**Whereas**, through its membership in the BURLCO JIF, the Township of Delran enjoys cyber liability insurance coverage to protect the Township of Delran from the potential devastating costs associated with a cyber related claim; and

**Whereas**, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

**Whereas**, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Delran; and

**Whereas**, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Delran to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Township of Delran's cyber insurance policy, administered through the BURLCO JIF and the Municipal excess Liability Joint Insurance Fund;

**Now Therefore Be It Resolved** that the Township of Delran does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with **Tier 2** of the NJ MEL Cyber Risk Management Plan;

**Server Security**

**Remote Access - VPN**

**Access Privilege Controls**

**Leadership Expertise**

**Technology Support**

**IT Business Continuity Planning**

**System and Event Logging**

**Banking Controls**

**Protected Information**

**And, Be It Further Resolved**, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Delran at a public meeting held on September 27, 2022.

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Jamey Eggers, Municipal Clerk

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Tyler Burrell, President of Council

**Township of Delran**

**Resolution 2022-179**

**A RESOLUTION ADOPTING TECHNOLOGY RISK MANAGEMENT STANDARDS  
IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY  
JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S TIER THREE  
REQUIREMENTS**

**Whereas**, the Township of Delran is a member of the BURLCO JIF which secures insurance protection through the New Jersey Municipal Liability Joint Insurance Fund (NJ MEL); and

**Whereas**, through its membership in the BURLCO JIF, the Township of Delran enjoys cyber liability insurance coverage to protect the Township of Delran from the potential devastating costs associated with a cyber related claim; and

**Whereas**, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

**Whereas**, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Township of Delran; and

**Whereas**, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Township of Delran to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Township of Delran's cyber insurance policy, administered through the BURLCO JIF and the Municipal excess Liability Joint Insurance Fund;

**Now Therefore Be It Resolved** that the Township of Delran does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with **Tier 3** of the NJ MEL Cyber Risk Management Plan;

**Network Segmentation**

**Remote Access - MFA**

**Password Integrity**

**System and Event Logging Review**

**Third-Party Risk Management**

**And, Be It Further Resolved**, that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

This Resolution was duly adopted by the Township of Delran at a public meeting held on September 27, 2022.

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Jamey Eggers, Municipal Clerk

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Tyler Burrell, President of Council

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-180**

**APPROVING RAFFLE LICENSE #618  
FOR FRIENDS OF RON, INC.**

**BE IT RESOLVED** that the application for raffle license pursuant to the Legalized Games of Chance Act of the State of New Jersey set forth below is hereby approved.

Raffle License 618  
Friends of Ron, Inc.

**DATED: September 27, 2022**

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**JAMEY EGGERS**  
Township Clerk

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**TYLER J. BURRELL**  
President of Council

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-181**

**RESOLUTION OF MUNICIPAL SUPPORT FOR ROOTED OF DELRAN, LLC TO RECEIVE  
ONE (1) CLASS 5 CANNABIS RETAILER LICENSE FROM THE NEW JERSEY  
CANNABIS REGULATORY COMMISSION TO OPERATE WITHIN THE  
TOWNSHIP OF DELRAN, SUBJECT TO TOWNSHIP LAND USE APPROVALS**

**WHEREAS**, in 2020, New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to allow for the legalization of a controlled form of marijuana called “cannabis” for adults at least 21 years of age; and

**WHEREAS**, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c.16 (*N.J.S. 24:6I-31*, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act” (“CREAMM”) (the “Act”), which legalizes the recreational use of marijuana by adults who are 21 years of age or older and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

**WHEREAS**, the Act authorizes municipalities to adopt ordinances and regulations governing the number of cannabis establishments allowed to operate within their boundaries, as well as the location, manner and times of operations of such establishments; and

**WHEREAS**, on November 22, 2021, the Township Council of the Township of Delran adopted Ordinance 2021-13 which established up to four (4) Class 5 Cannabis Retail licenses for cannabis establishments to operate within the Township; and

**WHEREAS**, Ordinance 2021-13 establishes land use and development regulations for the locations and operations of (among other things) Class 5 Cannabis Retailer licenses, including zone district limitations and specific requirements for business location, lot size, building size, building structure, buffering, signage, allocation of building use, site plan approval, product consumption and odor control; and

**WHEREAS**, the Township has received inquiries from prospective licensees regarding the process for obtaining municipal support for Class 5 Cannabis Retailer establishments to operate within the Township and in response, the Township has requested that it be provided with sufficient information that would allow it to perform due diligence relative to evaluating a prospective licensee as to a potential ability to successfully, effectively and safely operate a retail cannabis dispensary within the Township; and

**WHEREAS**, in particular, a prospective licensee entity known as Rooted of Delran, LLC with a registered agent of CT Corporation Systems located at 820 Bear Tavern Road, West Trenton, NJ 08628 and a mailing address of 2075 E 14 Mile Rd., Birmingham, MI 48009, has submitted sufficient materials such that the Township’s initial assessment provides a reasonable basis to support a recommendation that the Township Council issue this Resolution of municipal support as set forth herein.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Delran, in the County of Burlington, State of New Jersey, as follows:

1. The above recitals are incorporated herein as if restated in full;
2. The Township finds that Rooted of Delran, LLC, a New Jersey LLC, has presented the Township with sufficient information that if it is granted a Class 5 Cannabis Retailer License from the State of New Jersey, it appears that it will have control of a lawfully zoned site location within the Township (but is subject to receiving the necessary Township approvals, including from the Township’s appropriate Land Use Board) and further has provided information



sufficient to initially establish that it has the capacity to successfully, effectively and safely operate a retail cannabis dispensary within the Township;

3. The Township supports Rooted of Delran, LLC, in its filing of an application to the New Jersey Cannabis Regulatory Commission for a Class 5 Cannabis Retailer License;

4. Nothing in this Resolution shall preclude the Township from issuing additional resolutions of municipal support to other prospective retailers, to the extent that same may be permissible under the regulations promulgated by the Cannabis Regulatory Commission, nor shall it limit the Township’s authority with respect to any request for input from the Cannabis Regulatory Commission as to its preferred licensees should more applicants seek licenses within the Township than are available under its Ordinance;

5. Nothing in this Resolution is intended to guarantee or affirm that Rooted of Delran, LLC will be granted a State license or the requisite Township approvals to operate a cannabis business within the Township;

6. Issuance of a Zoning Certificate and Site Plan Approval by the appropriate Township Land Use Board are required before any prospective licensee can operate a cannabis business within the Township, as well as compliance with all applicable rules, regulations, ordinances and laws;

7. Rooted of Delran, LLC shall provide to the Delran Township Business Administrator three (3) true and complete copies of its State licensure application, all supporting documents and any and all supplements to same within (10) days of each document’s filing with the State and shall further keep the Township apprised of the status of its application by written communication to the Township Business Administrator every forty-five (45) days;

8. This Resolution proffering municipal support as set forth herein shall expire on June 1, 2023 unless Rooted of Delran, LLC has:

- a. Made a request for renewal to the Township, is diligently seeking retail licensure from the State of New Jersey and has provided sufficient information to support the Township Council’s renewal through a duly adopted Resolution; or,
  - b. Has completed the State licensure process in toto for the purpose of operating a retail cannabis business in Delran Township, has obtained and provided the duly issued State license to the Township and has begun the process of obtaining land use approvals from the Township;
7. A certified copy of this Resolution shall be provided to Rooted of Delran, LLC; and
8. This Resolution shall take effect immediately.

Council Member	Aye	Nay	Abstain	Recuse	Absent
Apeadu					
Smith					
Jeney					
Lyon					
Burrell					

**SO RESOLVED.**

**Witnessed by:**

**TOWNSHIP OF DELRAN**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk**  
**Township of Delran**

\_\_\_\_\_  
**Council President Tyler J. Burrell**  
**Date Signed: September \_\_\_\_\_, 2022**

**I certify that the above is a true copy of the resolution adopted by the Township Council of the Township of Delran, Burlington County, New Jersey on September 27, 2022.**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk**  
**Township of Delran**

2438339v2 Delran007 for 9-27-2022 amr

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-182**

**REFUNDING TAX OVERPAYMENT**

**WHEREAS**, the Tax Collector certifies to the Mayor and the Township Council of the Township of Delran, that the tax records reflect an overpayment for the following account:

Block/Lot/Qual	Address	Make Check Payable to	Amount
65.04/8	50 Harper Blvd.	Corelogic Centralized Refunds PO Box 9702 Coppell, TX 75019-9760	\$3236.90
7/6	18 Alden Avenue	Wells Fargo Home Mortgage One Home Campus MAC X2302-035 Des Moines, IA 50328-0001	\$798.16

**BE IT RESOLVED** that copies of said resolution be forwarded to the Tax Collector, Township Auditor, and the Treasurer for their information and any appropriate action.

**Dated: September 27, 2022**

\_\_\_\_\_  
**Jamey Eggers, Township Clerk**

\_\_\_\_\_  
**Tyler Burrell, Council President**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-183**

**AMENDING RESOLUTION 2021-152 AUTHORIZING  
CME ASSOCIATES TO PERFORM ENGINEERING SERVICES  
FOR CDBG FY21 ADA IMPROVEMENT PROJECT**

**WHEREAS**, the Township of Delran has adopted Resolution 2021-152 on September 7, 2021 to provide funding for the CDBG FY21 ADA Improvement Project; and

**WHEREAS**, there was an error in the paragraph one which read “the Township of Delran has adopted Ordinance 2020-09 to provide funding for the CDBG FY21 ADA Improvement Project”

**NOW THEREFORE, BE IT RESOLVED** that paragraph one of Resolution 2021-152 be amended as follows:

**WHEREAS**, the Township of Delran has adopted Ordinance 2021-11 to provide funding for the CDBG FY21 ADA Improvement Project; and

**BE IT FURTHER RESOLVED** that a copy of this ordinance be provided to the Chief Financial Officer and the Township Engineer.

**Date: September 27, 2022**

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**Jamey Eggers, Municipal Clerk**

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**Tyler Burrell, Council President**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-184**

**AUTHORIZING ACCEPTANCE OF THE IMPROVEMENTS FOR  
THE CDBG FY2022 ADA RAMP IMPROVEMENT PROJECT AND  
AUTHORIZING FINAL PAYMENT TO  
EARLE ASPHALT COMPANY**

**WHEREAS**, Earle Asphalt Company has completed improvements for the CDBG FY2022 ADA Ramp Improvement Project; and

**WHEREAS**, the Township Engineer has recommended that the Township authorize acceptance of the improvements and final payment to Diamond Construction; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Delran that the hereby authorizes acceptance of the CDBG FY2022 ADA Ramp Improvement Project.

**BE IT FURTHER RESOLVED** that the Township Council authorizes final payment in the amount of \$53,913.13 to Earle Asphalt Company, 1800 Route 34, Building 2, Suite 205, Wall, NJ 07719.

**DATED: September 27, 2022**

\_\_\_\_\_  
**TOWNSHIP CLERK**

\_\_\_\_\_  
**Tyler Burrell, President of Council**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-185**

**RESOLUTION AUTHORIZING THE PURCHASE OF ONE (1)  
2023 POLICE INTERCEPTOR VEHICLE  
UNDER STATE CONTRACT T2776  
20-FLEET-01189 FOR THE OFFICE OF CONSTRUCTION**

**WHEREAS**, the Township of Delran desires to purchase the following items through State Contract:

**VENDOR:** Chas S. Winner Ford  
d/b/a Winner Ford  
250 Haddonfield-Berlin Road  
Cherry Hill, NJ 08034

**VENDOR #:** 88758

**ITEMS:** One (1) 2023 Police Interceptor Utility, AWD Base  
Vehicle Hybrid

**TOTAL COST:** \$35,164.00

**WHEREAS**, the Chief Financial Officer has certified in writing that the funds are available with Ordinance 2022-05 and the 2022 Municipal Budget (Construction).

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Delran does hereby authorize the purchase of the specified items under State Contract.

**DATED: September 27, 2022**

\_\_\_\_\_  
**TOWNSHIP CLERK**

\_\_\_\_\_  
**Tyler Burrell  
President of Council**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-186**

**AMENDING RESOLUTION 2021-65  
EMERGENCY PROCUREMENT RESOLUTION**

**WHEREAS**, Township Council adopted Resolution 2021-65 on April 6, 2021; and

**WHEREAS**, there was a typographical error in the total contract amount.

**NOW, THEREFORE, BE IT RESOLVED** that paragraph three of Resolution 2021-65 be amended as follow:

**WHEREAS**, the total amount of emergency is \$25,276 which is below the bidding threshold but above the Pay to Play limit, and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to the CFO and the Township Engineer.

**DATED: September 27, 2022**

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**TOWNSHIP CLERK**

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**Tyler Burrell  
President of Council**

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-187**

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF  
DELRAN AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY  
NO LONGER NEEDED FOR PUBLIC USE THROUGH MUNICIBID (AS  
AUTHORIZED BY STATE CONTRACT T-2581)**

**WHEREAS**, the Township of Delran has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

**WHEREAS**, the Local Unit Technology Pilot Program and Study Act (P.L. 2011, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

**WHEREAS**, the Township of Delran intends to utilize the online auction services of Municibid, as per State Contract T-2581; and

**WHEREAS**, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Delran, County of Burlington, State of New Jersey, that the Township is hereby authorized to sell the surplus personal property as indicated on Schedule A on through Municibid; and

**BE IT FURTHER RESOLVED**, that the terms and conditions of the agreement entered into between Municibid and the Township of Delran are available in the Office of the Township Clerk.

**DATED: September 27, 2022**

\_\_\_\_\_  
**TOWNSHIP CLERK**

\_\_\_\_\_  
**Tyler Burrell  
President of Council**



## **SCHEDULE A**

- Various Bicycles