

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOROUGH COUNCIL  
OF THE BOROUGH OF AUDUBON PARK, IN THE COUNTY OF CAMDEN, NEW  
JERSEY, HELD NOVEMBER 4, 2013 IN THE ANNEX BUILDING AT 7:00 PM.**

---

A regular meeting of the Mayor and Borough Council of the Borough of Audubon Park was convened in the Annex Building, 504 Road A, Audubon Park, NJ on Monday, November 4, 2013, at 7:00 PM.

Mayor Pennock requested all stand for the flag salute.

Mayor Pennock announced that Chapter 231, Public Law 1975 requires adequate notice of this meeting be provided. This was done by placing Annual Notice in the Courier-Post and Retrospect Newspapers and by posting on the bulletin board in the Municipal Building.

**ROLL CALL:** Councilman Delengowski, Councilwoman DiPasquale, Councilwoman Hook, Councilwoman Jones, Councilwoman Lewis, and Councilman Passon were present. Eric Riso, Esquire was also present.

Motion made by Councilman Passon to approve the minutes of the Regular Meeting held on Monday, October 7, 2013 and the minutes of the Working Session held on Monday, October 21, 2013, seconded by Councilwoman Jones. Roll call vote: Councilman Delengowski-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, Councilwoman Lewis-yes, and Councilman Passon-yes.

**ORDINANCES:**

**ORDINANCE NO. 2013-06**

**#2013-06 - AN ORDINANCE AUTHORIZING SALARIES TO BE PAID TO THE EMPLOYEES OF THE BOROUGH OF AUDUBON PARK, COUNTY OF CAMDEN, STATE OF NEW JERSEY, DESIGNATING THE VARIOUS POSITIONS, AMOUNTS OF SALARY AND TIME OF PAYMENT**

Motion made by Councilman Passon to open the meeting to the public for Ordinance 2013-06, seconded by Councilman Delengowski. All ayes.

There being no discussion on the matter, Councilman Passon made a motion to close the meeting to the public, seconded by Councilman Delengowski. All ayes.

Councilwoman Lewis made a motion to adopt Ordinance 2013-06, seconded by Councilman Passon. Roll Call: Councilman Delengowski-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, Councilwoman Lewis-yes, and Councilman Passon-yes.

**RESOLUTIONS:**

RESOLUTION 2013:64

**BILL RESOLUTION (PAYMENT OF CLAIMS)  
(November, 2013)**

BE IT RESOLVED, by the Borough Council of the Borough of Audubon Park, County of Camden, State of New Jersey, that the claims for payment detailed in the attached voucher list are hereby approved with the following totals:

|              |               |
|--------------|---------------|
| Current Fund | \$ 193,951.16 |
| Dog Fund     | \$ 201.20     |
| MPB Fund     | \$ 1,900.00   |

Motion made by Councilman Passon to adopt Resolution #2013:64, Bill Resolution, provided proper affidavits are attached, seconded by Councilwoman Hook. Roll call vote: Councilman Delengowski-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, Councilwoman Lewis-yes, and Councilman Passon-yes.

**RESOLUTION OF THE BOROUGH OF AUDUBON PARK, COUNTY OF CAMDEN AND STATE OF NEW JERSEY ESTABLISHING AND IMPLEMENTING A FAIR AND OPEN PROCESS FOR THE SELECTION OF VARIOUS PROFESSIONAL SERVICE PROVIDERS FOR THE BOROUGH OF AUDUBON PARK – No 2013:65**

WHEREAS, the Borough of Audubon Park requires the services of various professional service providers; and

WHEREAS, professional services are exempt from the requirement of public bidding pursuant to N.J.S.A.40A:11-5; and

WHEREAS, the Borough of Audubon Park continues to find it advisable to select professionals primarily on the basis of qualification including qualifications uniquely suited to the needs of the Borough of Audubon Park; and

WHEREAS, the Borough of Audubon Park has determined that it is appropriate to implement a fair and open process for the awarding of professional service contracts; and

WHEREAS, to receive statements of qualification in a manner that fosters a fair and open process it is necessary and advisable to establish advance general criteria and specific minimum requirements for so many of those appointments as possible; and

WHEREAS, the Borough of Audubon Park has determined that a fair and open process requires public advertisement of professional appointments in a manner and with sufficient time to provide notice in advance of the contemplation of the appointment and the criteria to be considered in making the appointment; and

WHEREAS, the Borough of Audubon Park has determined that a fair and open process requires that all responses be publicly opened and announced and thereafter that all appointments be made at a public meeting of the governing body and then published in accordance with N.J.S.A. 40A:11-5.

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

1. All professional service appointments contained on Schedule A attached to and made a part hereof shall be subject to a fair and open process as set forth below.

2. The Borough Clerk shall cause a legal notice to be published in a newspaper authorized to publish legal notices for the Borough, stating that a full listing of all professional service appointments subject to a fair and open process together with the criteria established for the consideration of qualifications will be posted on the Borough's internet website beginning no later than Friday, November 1, 2013.

3. The criteria for each position contained on Schedule A follows immediately subsequent to the listing on Schedule A. These criteria shall be disclosed together with the posting of these positions on the Borough's internet website as set forth above.

4. The website posting shall inform potential applicants that all submissions must be made to the Office of Borough Clerk and received not later than 1:30 PM December 12, 2013.

5. Commencing at 1:31 PM on December 12, 2013, or as soon thereafter as may be possible, the Borough Clerk or her designee shall publicly open and announce all submissions in the Borough's public meeting room.

6. The Mayor and Council shall thereafter review all submissions, and appointments shall thereafter be made at a public meeting of the Borough Council.

7. Subsequent to appointments, appropriate notices shall be published in accordance with the requirements of N.J.S.A. 40A:11-5.

BE IT FURTHER RESOLVED, that the Mayor and Borough Council has determined that the terms of this Resolution constitute a fair and open process as to all positions included herein.

Motion made by Councilman Passon to adopt Resolution #2013:65, seconded by Councilwoman Jones. Roll call vote: Councilman Delengowski-yes, Councilman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, Councilwoman Lewis-yes, and Councilman Passon-yes.

**RESOLUTION OF GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE  
FISCAL GRANT EXTENSION JANUARY 1, 2014 TO JUNE 30, 2014  
NO. 2013:66**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth, and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Borough of Audubon Park Council of Audubon Park, County of Camden State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Borough of Audubon Park was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and

WHEREAS, funding has been made available to Audubon Park Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Audubon Park, County of Camden, State of New Jersey does hereby authorize the submission of the grant extension for Borough of Audubon Park Municipal Alliance grant in the amount of:

|            |             |
|------------|-------------|
| DEDR       | \$40,614.00 |
| Cash Match | \$38,809.50 |
| In-Kind    | \$30,653.50 |

The Borough of Audubon Park Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Motion made by Councilman Passon to adopt Resolution #2013:66, seconded by Councilwoman Jones. Roll call vote: Councilman Delengowski-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, Councilwoman Lewis-yes, and Councilman Passon-yes.

#### **OTHER BUSINESS:**

The following item was approved with a motion by Councilman Passon, seconded by Councilwoman Hook, with all members voting in the affirmative:

- Holiday hours: Office Closed Thanksgiving Thursday and Friday, Office Closed at 12 PM on Christmas Eve and New Year's Eve.

The following item was approved with a motion by Councilwoman Jones, seconded by Councilwoman Lewis, with all members voting in the affirmative:

- Working Session scheduled for November 18, 2013 at 7 PM is cancelled

#### **REPORTS:**

Councilwoman Lewis reported that she had concerns about getting the floors cleaned at the Annex once the Janitors go on the payroll.

Mayor Pennock reported on the following:

M11042013

- Courtesy School Busing and reaching out to Haddon Township to see if they are interested in doing a shared service;
- One week ago on Saturday, volunteers showed up to complete the rain garden at Peter's Creek;
- There was a nice turnout for the Medicare/Medicaid Seminar held at the Annex;
- On December 15<sup>th</sup>, there will be a Senior Holiday Luncheon in the Community Hall for both Haddon Township and Audubon Park residents; and
- The Open House at the Audubon Park Fire Company for Fire Prevention was really nice.

**OPEN TO THE PUBLIC AT 7:24 PM:** No comments.

**CLOSED TO THE PUBLIC AT 7:24 PM**

Motion made by Councilman Delengowski to adjourn the meeting at 7:24 PM, seconded by Councilwoman Lewis. All ayes.

---

DAWN M. PENNOCK, RMC  
MUNICIPAL CLERK