

**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 MAY 5, 2014 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, May 5, 2014, 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 Carpinelli, Councilwoman DiPasquale, Councilwoman Hook, Councilwoman Jones, and Councilwoman Lewis were present. Eric Riso, Esquire was also present. Councilman Delengowski (not excused) was absent.

The Mayor welcomed Jack Bruno, Assistant Treasurer to the meeting to discuss the 2014 Municipal Budget.

**RESOLUTION TO READ THE YR 2014
BUDGET BY TITLE ONLY
2014:38**

WHEREAS, N.J.S. 40A:4-8, as amended by Chapter 259, P.L. 1995 provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing, a complete copy of the budget has been made available for public inspection in the free public library, if any, located within our municipality and a county library. If there is no county library located within the municipality, then it must be provided to any county library in the county wherein the municipality is located. Further, the public officer delegated the responsibility for delivery of the copies to said libraries has completed a certification forwarded to the governing body that such deliveries were made and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, that budget shall be read by title only.

Motion made by Councilwoman Lewis to adopt Resolution 2014:38, Read the Budget by Title Only,
seconded by Councilman Carpinelli. Roll call: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-
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yes.

Motion made by Councilwoman Jones, to open the public hearing for the 2014 Municipal Budget, Seconded by Councilwoman Hook. All ayes.

There being no public present, a motion was made by Councilwoman Hook, seconded by Councilwoman Jones to close the public hearing.

AMENDING 2014 MUNICIPAL BUDGET

WHEREAS, the local municipal budget for the year 2014 was approved on the 24th day, of March 2014, and

WHEREAS, the public hearing on said budget has been held as advertised, and

WHEREAS, it is desired to amend said approved budget, now

THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Audubon Park, County of Camden that the following amendments to the approved budget of 2014 be made:

Motion made by Councilwoman Lewis to adopt Resolution #2014:42, Amending the 2014 Municipal Budget, seconded by Councilwoman DiPasquale. Roll call: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-yes.

RESOLUTION #2014:32B (Adoption)

BE IT RESOLVED by the Borough Council of the Borough of Audubon Park, County of Camden that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

\$541,677.00 for Municipal Purposes
\$912,000.00 Total Appropriations

Motion made by Councilwoman Jones to adopt Resolution #2014:32B, Adoption of the 2014 Municipal Budget, seconded by Councilwoman Hook. Roll call: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-yes.

Motion made by Councilwoman DiPasquale to approve the minutes of the Regular Meeting held on Monday, April 7, 2014 and the minutes of the Working Session held on Monday, April 21, 2014, seconded by Councilwoman Hook. Roll call vote: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-yes.

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ORDINANCES:

RESOLUTIONS:

RESOLUTION 2014:39

**BILL RESOLUTION (PAYMENT OF CLAIMS)
(May 2014)**

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	\$	186,557.94
Dog Fund	\$	14.40
MPB Fund	\$	960.00

RESOLUTION #2014:40

Resolution Adopting Personnel Policies and Procedures

WHEREAS, it is the policy of Borough of Audubon Park to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Mayor and Borough Council has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Mayor and Borough Council that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services

contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Mayor and Borough Council.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Borough shall operate under the legal doctrine known as “employment at will.”

BE IT FURTHER RESOLVED that Stuart Platt, Esquire is hereby appointed as Employment Attorney/Advisor title to advise the Borough in personnel matters.

BE IT FURTHER RESOLVED that the Mayor and all managerial/supervisory personnel are responsible for these employment practices. The Borough Clerk and the Borough Solicitor shall assist the Mayor in the implementation of the policies and procedures in this manual.

RESOLUTION IN SUPPORT OF INCREASING PUBLIC AWARENESS OF FIBRODYSPLASIA OSSIFICANS PROGRESSIVA AND TO PROMOTE RESEARCH TO FIND THE CURE FOR MUSCOLOSKELETAL IMPAIRMENTS – No. #2014:41

WHEREAS, bone and joint impairments are the number-one chronic condition reported to physicians and are the leading cause of physical disability and severe long-term pain, affecting one in every seven Americans; and

WHEREAS, one of the rarest musculoskeletal conditions is Fibrodysplasia Ossificans Progressiva (FOP), a disease in which normal bone forms in muscles and connective tissue, forming an extra skeleton that immobilizes the body; and

WHEREAS, the symptoms of FOP usually begin in the first or second decade of life, with most patients diagnosed by the age of 10, depriving children of normal development; and

WHEREAS, it is estimated that FOP affects only 2,500 people worldwide, with 200 diagnosed cases in the United States and 12 in the State of New Jersey; and

WHEREAS, there exists a need to increase public awareness of this devastating genetic disorder and to promote research to find the cure for musculoskeletal impairments.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of Audubon Park, County of Camden hereby supports increasing public awareness of Fibrodysplasia Ossificans Progressiva and promotes research to find the cure for musculoskeletal impairments.

Motion made by Councilwoman Lewis to approve the above-resolutions by consent agenda, seconded by Councilwoman DiPasquale. Roll call vote: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-yes.

OTHER BUSINESS:

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The following topics were discussed by the Mayor and Borough Council:

- Summer Hours for Borough Offices – Motion made by Councilman Carpinelli to institute Summer Hours for the Borough Office to be Monday through Thursday 9 AM until 4:30 PM, seconded by Councilwoman DiPasquale. Roll call vote: Councilman Carpinelli-yes, Councilwoman DiPasquale-yes, Councilwoman Hook-yes, Councilwoman Jones-yes, and Councilwoman Lewis-yes.
- Progress continues at Peter’s Creek

REPORTS:

Councilwoman Jones reported on Spring Arts & Crafts Classes Just for Seniors sponsored by the Camden County Board of Freeholders and On the Road Services for Seniors, Assistance for Counseling, PAAD Application Assistance, and Assistance with filling out forms also sponsored by the Camden County Board of Freeholders.

Councilwoman Lewis requested an update on dumpsters that lock that are needed at the MPB.

Councilman Carpinelli reported that the 4th of July appreciates the donation from Borough Council and that some of the activities for 4th of July Celebration this year are: Petting Zoo, Photo Booth, Balloon Animals, and Face Painting.

Mayor Pennock reported on the following:

- He thanked the Borough Council for a strong showing to volunteer at the April 26, 2014 Rabies Clinic
- Peter’s Creek Clean-up – there was a decent turnout.

OPEN TO THE PUBLIC AT 7:18 PM:

With no public present, Councilman Carpinelli made a motion to close to the public hearing at 7:18 PM, seconded by Councilwoman Lewis. All ayes.

Motion made by Councilwoman DiPasquale to adjourn the meeting at 7:18 PM, seconded by Councilwoman Lewis. All ayes.

DAWN M. PENNOCK, RMC
MUNICIPAL CLERK