

**MINUTES OF A REGULAR MEETING OF BOROUGH COUNCIL OF THE BOROUGH OF
AUDUBON PARK, IN THE COUNTY OF CAMDEN, NEW JERSEY HELD ON JANUARY
5TH, 2026**

A regular meeting of Borough Council for the Borough of Audubon Park, was convened in the Audubon Park Town Center, 2 Road C, Audubon Park, NJ at 7:13P.M on January 5th, 2026

Mayor Brian Burns called the meeting to order and asked everyone to stand for the Pledge of Allegiance.

Clerk Ryan Giles performs a roll call.

Councilman Goebel	HERE
Councilman Hassett	HERE
Councilwoman Lewis	HERE
Councilwoman Lowe	HERE
Councilwoman Paratore	HERE

Justin Strausser, Esq. was also present.

Ryan Giles, Clerk, announced this meeting was advertised in accordance with the Open Public Meetings Act, and complies with all the laws therein.

Ryan Giles asked for a motion to accept the minutes from the regular meeting on December 15, 2025.

Councilwoman Paratore makes a motion to accept the minutes from the regular meeting from December 15, 2025.

Councilman Goebel seconds the motion

All members vote in favor

Motion Carries

CORRESPONDENCE - NONE

ENGINEER'S REPORT - NONE

Ryan Giles moves on to new business, He states the items listed below are considered to be routine by the Borough of Audubon Park and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

Ryan Giles asked for a motion to accept Resolution #2026:18-#2026:26.

Councilwoman Lewis makes a motion to accept Resolution #2026:18-#2026:26

Councilwoman Paratore Seconds the motion.

Councilman Goebel	YES
Councilman Hassett	YES
Councilwoman Lewis	YES
Councilwoman Lowe	YES
Councilwoman Paratore	YES

Roll call vote to accept Resolution #2026:18-#2026:26, motion carries 5-0 vote.

**-RESOLUTION #2026:18
BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN**

**ADMINISTRATIVE AUTHORIZATION IN LIEU OF VENDOR
CERTIFICATION FOR 2026**

BE IT RESOLVED, by the Borough Council of Borough of Audubon Park, County of Camden, State of New Jersey, that the following vendors are hereby approved for administrative authorization in lieu of vendor certification for the payment of bills for the year 2026:

**COMCAST
PSE&G
BARNES & NOBLE
CAMDEN MRF (REPUBLIC)**

**RESOLUTION #2026:19
BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN**

**SUBJECT: APPOINTING AUTHORIZED AGENT TO REPRESENT THE
BOROUGH FOR TAX APPEALS**

WHEREAS, on March 30, 1988, the New Jersey Tax Court rendered a decision in the case of Easthampton Township V Miamon & Smith, 9 N.J. Tax 602; and

WHEREAS, the Camden County Board of Taxation has advised the Borough Council of the Borough of Audubon Park that this opinion may impact on the ability of the Tax Assessor to file complaints in the New Jersey Tax Court; and

WHEREAS, the Borough Council of the Borough of Audubon Park would seek to avoid any difficulty in that regard and would want our Tax Assessor to act as Audubon Park's agent in all appeal matters before the Camden County Board of Taxation;

NOW, THEREFORE, BE IT RESOLVED By The Mayor and Borough Council of the Borough Audubon Park of County of Camden, State of New Jersey that Tina Cabot, Tax Assessor for the Borough of Audubon Park, is hereby authorized to file, stipulate, settle both regular and Added/Omitted tax appeals and roll back tax complaints on behalf of the Borough of Audubon Park for the year 2026.

**BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN
STATE OF NEW JERSEY**

RESOLUTION 2026:20

**AUTHORIZING A HEALTH REIMBURSEMENT ARRANGEMENT (HRA) NOT
TO EXCEED \$3,000.00 FOR DENTAL SERVICES**

WHEREAS, the Borough of Audubon Park has been unable to provide Dental Insurance for Deputy Clerk, Jamesen Schell due to her being the only employee that is eligible; and

WHEREAS, the Borough would like to supply Dental Coverage for Ms. Schell's family; and

WHEREAS, the Borough desires to establish a Health Reimbursement Arrangement for Dental for Ms. Schell and her family in an amount not to exceed \$3,000.00 total for all members;

NOW THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Audubon Park, County of Camden, State of New Jersey, that the Borough hereby establishes a HRA (Health Reimbursement Arrangement) for Jamesen Schell and her Family not to exceed \$3,000 total for all members; and

BE IT FURTHER RESOLVED that Ms. Schell and her family must provide an invoice showing proof of payment to be reimbursed.

**BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN
STATE OF NEW JERSEY**

RESOLUTION 2026:21

**RESOLUTION OF THE BOROUGH OF AUDUBON PARK, COUNTY OF CAMDEN
AND STATE OF NEW JERSEY, ESTABLISHING OFFICE HOURS FOR CALENDAR
YEAR 2026**

WHEREAS, several employees work in the Borough Office in the Borough of Audubon Park; and

WHEREAS, each employee work different hours and to make the hours uniform the Governing Body desires to establish set hours for the Borough Office;

NOW THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Audubon Park, County of Camden, State of New Jersey, that the Borough's Office hours are set at 9 AM until 4 PM Monday through Friday.

BE IT FURTHER RESOLVED that summer hours will be set at a later date.

**RESOLUTION OF THE BOROUGH OF AUDUBON PARK, COUNTY OF
CAMDEN, AND STATE OF NEW JERSEY AUTHORIZING THE BOROUGH OF
AUDUBON PARK TO ENTER INTO A SERVICE CONTRACT WITH SCOTT
GROHOWSKI - NO. 2026:22**

BE IT RESOLVED that the Borough Council of the Borough of Audubon Park hereby authorize the Borough of Audubon Park to enter into a contract with Scott Grohowski in the amount of \$160.00 a month, totaling \$1,920 for the year for Television pick up commencing January 1, 2026 and ending December 31, 2026; and

BE IT FURTHER RESOLVED that the Borough of Audubon Park is hereby authorized to implement this Resolution and execute any documents necessary in connection therewith.

**RESOLUTION #2026:23
BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN**

**RESOLUTION OF THE BOROUGH OF AUDUBON PARK, COUNTY OF
CAMDEN AND STATE OF NEW JERSEY APPOINTING THE REGISTRAR OF
VITAL STATISTICS**

WHEREAS, the need exists for the Borough of Audubon Park to have a Registrar of Vital Statistics; and

WHEREAS, Jamesen Schell, has completed the courses required to be a Registrar of Vital Statistics and passed the mandatory state test;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Audubon Park that Jamesen Schell be appointed as the Registrar of Vital Statistics for the Borough of Audubon Park, County of Camden, and State of New Jersey from January 5, 2026 through January 5, 2029.

**BOROUGH OF AUDUBON PARK
COUNTY OF CAMDEN
STATE OF NEW JERSEY**

RESOLUTION 2026:24

RESOLUTION APPOINTING A NON-CERTIFIED RECYCLING COORDINATOR

WHEREAS, the Borough is required to appoint a non-certified Municipal Recycling Coordinator to assist the Certified Recycling Coordinator, Greg Fusco, PE; and

WHEREAS, the Deputy Municipal Clerk meets all qualifications to assume that position;

NOW THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Audubon Park, County of Camden, State of New Jersey, that the Deputy Municipal Clerk is hereby appointed as the non-certified Municipal Recycling Coordinator for the Borough of Audubon Park.

**RESOLUTION AUTHORIZING THE APPOINTMENT OF REPRESENTATIVE TO
THE CAMDEN COUNTY COMMUNITY DEVELOPMENT ADVISORY BOARD
RESOLUTION NO. 2026:25**

WHEREAS, it is hereby established that it is an annual requirement of a Municipality to appoint a voting representative to the Camden County Community Development Advisory Board; and

WHEREAS, Borough of Audubon Park wishes to continue to be a voting member of said Board; and

WHEREAS, the Mayor is an automatic authorized voting member from above said Municipality to the Camden County Community Development Advisory Board.

NOW, THEREFORE, BE IT RESOLVED:

MAYOR: Brian Burns

is appointed as specified for the Borough of Audubon Park for the term of January 1, 2026 through December 31, 2026 by the Mayor and Borough Council of above said Municipality; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be submitted to Tracy Wilson, Camden County Improvement Authority, 2220 Voorhees Town Center, Voorhees, NJ 08043.

**RESOLUTION OF THE BOROUGH OF AUDUBON PARK, COUNTY OF CAMDEN, AND
STATE OF NEW JERSEY AUTHORIZING THE BOROUGH OF AUDUBON PARK TO ENTER
INTO A SERVICE CONTRACT WITH BILL BARBER, LLC FOR WEBSITE DESIGN– NO.
2026:26**

BE IT RESOLVED that the Mayor and Borough Council of the Borough of Audubon Park hereby authorize the Borough of Audubon Park to enter into a contract with Bill Barber, LLC for Website Design and Maintenance in the amount of \$1,200.00 to set up the website for computer services commencing January 1, 2026 and ending December 31, 2026; and

BE IT FURTHER RESOLVED that said contract is attached hereto as Exhibit “A”; and

BE IT FURTHER RESOLVED that the Mayor of the Borough of Audubon Park is hereby authorized to implement this Resolution and execute any documents necessary in connection therewith.

Ryan Giles moves on to items of discussions:

Councilman Goebel provided an update on the baseball field project. The field construction has been completed, with the crew scheduled to return for final touch-ups. Two benches have been installed, and the project remained within the \$25,000 grant funding. Councilman Goebel stated the field will be ready and looking great for the spring season. Councilman Goebel also suggested installing a new sign for the field and proposed naming it **Pony Field**, pending any alternative name suggestions from Council. He mentioned reaching out to ACS to see if they could create a sign or plaque for the field.

Councilwoman Paratore suggested holding a ribbon-cutting ceremony in the spring, possibly including a wiffle ball game featuring Council versus residents.

Councilman Goebel added that Anthony Hardyman, who lives adjacent to the field, has offered to serve as an unofficial ambassador for the field. He also noted plans to contact the Audubon Aces and discussed coordinating a ribbon-cutting ceremony involving Council and potentially the Celebration Committee.

Mayor Burns commented on the need for a sign prohibiting vehicles on the field.

Councilman Goebel further noted that the Borough is in need of updated signage throughout town, including improved crosswalk signage and lighting, as well as new "One Way Traffic" signs along the service road.

Ryan Giles stated that the cost for both signs would be approximately \$8,000 and discussed the possibility of incorporating the expense into the budget.

Councilman Goebel acknowledged that the signage updates may not occur immediately but emphasized that if the remainder of the building is rented to the school, the anticipated increase in children would make upgrading crossings and signage a priority.

Councilwoman Lewis discussed the estimated cost associated with moving the Borough office to the other building.

Ryan Giles responded that the Borough has time to explore the option and asked whether any Council members have negotiated moving costs into the agreement at this point. He noted the need to meet with IT to review potential costs, look into moving companies, and stated he would like to conduct a walkthrough of the other building to better understand the scope of the move.

Council discussed whether there is documentation confirming that the Borough owns the second level of the building. While it has historically been understood that the Borough owns the second floor, Council requested proof of ownership. They discussed

the possibility of holding a meeting between AMHC and Council to confer regarding the second-floor ownership.

Councilwoman Lewis asked Chief Hak how many rooms are currently used by the Police Department. Chief Hak replied that the department uses two to three rooms, and that there are three additional rooms on the other side of the building that are not currently in use.

Ryan Giles suggested conducting a walkthrough prior to the next meeting to inspect the rooms and assess the available space.

Councilwoman Paratore provided an update on the Vision Board Library event, noting that three residents attended. She stated that she is in the process of scheduling an adult book club and has additional plans in development for future programming.

Councilman Hassett suggested exploring a “Council Connection” initiative to better inform residents who are not active online, possibly on a quarterly basis.

Councilwoman Lowe recommended collaborating with the Board of Trustees to prepare a park report.

Councilman Goebel spoke about National Night Out and the Borough’s 250th year celebration, noting the importance of attracting a notable guest to increase community participation. Chief Hak suggested reaching out to Kate Burns, as she may be able to assist with identifying potential contacts

Ryan Giles moves on to the public portion. He states that Individuals must state their name and address for the record and to respect the five-minute time limit while addressing the governing body. He asks for a motion to open.

Councilman Goebel makes a motion to open the floor to the public

Councilwoman Lowe seconds the motion

All in favor

Motion carries

Floor is now open to the public

Charis Lewis of 1 Hummingbird Road thanked Councilwoman Paratore for opening the Library, stating that it has provided her the opportunity to spend one-on-one time with her daughter and share meaningful experiences.

Mayor Burns thanked Charis Lewis for her assistance with the recent blood drive, noting that there were 22 donors in attendance. He also announced that the next blood drive is scheduled for May 20th.

Barbie Ledyard, Audubon Preschool Principal, welcomed all new attendees. She spoke about upcoming school events, including open pre-registration for incoming preschool students beginning on February 9th, and provided an overview of the registration process. Ms. Ledyard also stated that the preschool would be willing to assist with the Borough office move if needed. Additionally, she discussed the possibility of utilizing an outdoor storage area across from the building for items, noting that it would remain locked at all times.

Mike Whyling of Audubon Soccer requested use of the field for soccer training from February 16 through May 15, Monday through Friday, with approximately 10-20 participants. He stated that the game schedule would run from April 11 through May 17 or May 24, with games held on Saturdays and Sundays. Mr. Whyling noted that he would place the porta-potty back on site and use cones to assist with parking. He also provided an update on the field, stating that he would be checking in with PJ regarding its progress.

Councilwoman Lewis made a motion to allow Audubon Soccer to conduct spring practices and games, contingent upon a formal agreement being in place by February 2nd.

Councilwoman Paratore seconds the motion

All in Favor

Motion Carries

Formal agreement will be on February 2nd Agenda.

Donna Plankenhorn, 3 Tanager Terrace, asked what the Library hours are.

Councilwoman Paratore replies the library is open Monday-Thursday from 9am-1pm. Wednesday Night from 4pm-7pm. Thursday Night from 6pm-8pm. The ramp outside has the door to lead directly into the library.

Councilwoman Lowe make a motion to close the floor to the public

Councilman Goebel seconds the motion

All in favor

Motion carries

Floor is now closed to the public

Ryan Giles ask for a motion to adjourn

Councilwoman Paratore makes a motion to adjourn

Councilman Goebel seconds the motion

All in Favor

Motion Carries

Meeting is adjourned at 7:50 pm