

REORGANIZATION MEETING OF THE BOROUGH COUNCIL OF THE BOROUGH OF SHILOH, MONDAY JANUARY 3, 2022 7:00 p.m.

CALL TO ORDER

Mayor, Brad Campbell called the 2022 Reorganization Meeting to order and read the following Open Public Meeting Act Statement.

This is a special Reorganization Meeting of the Borough Council of the Borough of Shiloh. In compliance with the New Jersey State “Open Public Meetings Act” enacted to ensure the right of the public to have advanced notice of and the right to attend all meetings at which actions affecting them is discussed or acted upon. Written notice has been given by way of a special notice stating the Date, Place and Time of this meeting. Such notice has been placed in the South Jersey Times and posted on the Borough’s Bulletin Board in compliance with said Act.

Mayor Campbell led in the Flag Salute.

NEWLY ELECTED COUNCILPERSONS SWORN IN

The Clerk stated that a letter from the Cumberland County Clerk was received stating that at the November 2022 General Election Dallus Bruso and Mathew Hunzer were elected to three-year terms as Councilpersons. Mrs. Bertram administered the Oath of Office to Dallus Bruso and Mathew Hunzer as Councilpersons (three-year terms ending Dec 2024)

ROLL CALL

Present: Mayor Campbell, Mrs. Barile, Mr. Bruso, Mr. Daddario, Mr. Knerr and Mr. Hunzer
Absent: Mrs. Willis
Others present: None (0) members of the public, Rebecca Bertram; Solicitor and The Clerk

PRESIDENT OF COUNCIL

Motion (Daddario, Knerr) to nominate Dallus Bruso for Council President. No other nominations were made;
Motion (Daddario, Knerr) to close nominations.
Motion (Daddario, Knerr) to elect Mr. Bruso as Borough President of Council.
Mr. Bruso was elected Borough Council President by a vote of the Borough Council. 5-0

COUNCIL COMMITTEES:

Mayor Campbell suggested the following Committees, which will remain the same as last year at this time and at the next meeting we will redo the list to include Mr. Hunzer, the Council unanimously approved.

BUILDINGS & GROUNDS	MR. J. KNERR	AND	MR. D. BRUSO
COMMUNICATIONS	MRS. M. WILLIS	AND	MRS. H. BARILE
FINANCE:	MRS. M. WILLIS	AND	MR. J. KNERR
JIF INSURANCE	MRS. M. WILLIS	AND	MRS. H. BARILE
PUBLIC SAFETY	MR. J. KNERR	AND	MR. HUNZER
STREETS & ROADS	MR. D. BRUSO	AND	MR. C. DADDARIO
TRASH/RECYCLING	MR. C. DADDARIO	AND	MRS. HUNZER

Motion (Knerr, Daddario) Resolution 2022-01 to use Roberts Rules of Order for the conduct of Borough Council Meetings during 2022.

RESOLUTION 2022-01

AUTHORIZING THE USE OF ROBERTS RULES OF ORDER “LATEST ADDITION” FOR THE CONDUCT OF BOROUGH COUNCIL MEETINGS FOR THE YEAR 2022

WHEREAS, the Borough Council of the Borough of Shiloh desires to conduct orderly and efficient Public Business Meetings, and;

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Shiloh Use “Roberts Rules of Order” in its most current revised addition for the conduct of all Borough Council Meetings during 2022.

The motion for the resolution to use Roberts Rules of Order for the conduct of Borough Council Meetings during 2022 passed a vote of the Council. 5-0

Motion (Daddario, Barile) for Resolution 2022-02 to SET THE REGULAR COUNCIL MEETING DATES IN 2022 AS THE FIRST MONDAY OF EVERY MONTH WITH THE EXCEPTION OF JULY AND SEPTEMBER

RESOLUTION 2022-02
SETTING REGULAR BOROUGH COUNCIL MEETINGS FOR THE YEAR 2022

WHEREAS, the Borough Council of the Borough of Shiloh has need of setting regular Public Meetings to conduct its business, and;

WHEREAS, by statutes of the State of New Jersey such meetings of Public Bodies must be advertised in advance to give residents notice when, where, and at what time public meetings will take place, and;

WHEREAS, as part of the reorganization process of the Borough of Shiloh municipal government, Shiloh Borough Council does set forth regular monthly meetings for the year.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Shiloh will hold its monthly regular Council meetings on the first Monday of every month in 2022 at 7:00 p.m. prevail lug time, except where noted, at the Municipal Building, 900 Main Street, Shiloh, New Jersey, County of Cumberland as follows:

Monday, January 03, 2022

Monday, February 07, 2022

Monday, March 07, 2022

Monday, April 04, 2022

Monday, May 02, 2022

Monday, June 06, 2022

2nd Monday, July 11, 2022

Monday, August 01, 2022

2nd Monday, September 12, 2022

Monday, October 03, 2022

Monday, November 07, 2022

Monday, December 05, 2022

Thursday, December 26, 2022

The motion for the resolution to set the 2022 Borough Council meeting dates passed a vote of the Council. 5-0

Motion (Daddario, Barile) for Resolution 2022-03 Appointments to Municipal Positions or Title and Persons Occupying a Municipal Position or Title for 2022 as so shown.

RESOLUTION 2022-003
APPOINTMENTS TO STATUTORY AND OTHER MUNICIPAL POSITIONS AND TITLES

WHEREAS, The Borough Council has need of appointing persons to fill State of New Jersey Statutory and other local government positions in order to provide local government to its residents and protect the Borough of Shiloh's Residents Health, Safety and Welfare.

NOW THEREFORE BE IT RESOLVED that the following persons are hereby appointed to fill those positions required by State Statute and desired by the Borough of Shiloh to fulfill its obligations to its residents in providing local government services.

Appointments to Municipal positions for the Year 2022.

Appointments shall end December 31, 2022 unless otherwise so appointed or as required by State law:

COURT JUDGE:	LAUREN VAN EMBDEN	(CUMBERLAND SALEM REGIONAL MUNICIPAL COURT)
COURT ADMINISTRATOR:	PATRICIA TURKALI	(CUMBERLAND SALEM REGIONAL MUNICIPAL COURT)
MUNICIPAL PROSECUTOR	NIKKI TRUNK	(CUMBERLAND SALEM REGIONAL MUNICIPAL COURT)
PUBLIC DEFENDER	STEPHEN P. KERNAN	(CUMBERLAND SALEM REGIONAL MUNICIPAL COURT)
CONSTRUCTION CODE OFF:	UPPER DEERFIELD TOWNSHIP	
SUPP. FIRE CODE OFFICIAL:	UPPER DEERFIELD TOWNSHIP	
FIRE INSPECTION OFFICER	UPPER DEERFIELD TOWNSHIP	
HOUSING CODE OFFICIAL	UPPER DEERFIELD TOWNSHIP	
FIRE SAFETY CODE	CITY OF BRIDGETON	
ZONING OFFICER:	NORMAN HETZELL	
C.F.O. (3yr)	KEVIN CLOUR	THRU DEC 2022
TAX ASSESSOR: (3yr)	KEVIN MALONEY	THRU JULY 2024
TAX COLLECTOR:	ELIZABETH WALLENDER	THRU JUNE 2022
TREASURER:	RONALD L CAMPBELL SR	
CLERK: (3YR)	RONALD L CAMPBELL SR	THRU Oct 2022
DOG WARDEN:	INTERLOCAL AGREEMENT with Bridgeton City	
DOG REGISTER:	BOROUGH COUNCIL	
ANIMAL SHELTER:	CUMBERLAND COUNTY SPCA	
CUSTODIAN OF MUN BLDG:	SHARON CAMPBELL	
SEC. OF BOARD OF HEALTH:	CLERK	
REGSTR OF VITAL STATISTICS:	CLERK-- RONALD L. CAMPBELL Sr.	
ASSISTANT REGISTRAR:	KEVIN CLOUR	
TITLE SEARCH OFFICER:	ELIZABETH WALLENDER	
MUNICIPAL SEARCH OFFICER	CLERK	
CLEAN COMMUNITIES:	RONALD L CAMPBELL Sr	
RECYCLING COORDINATOR	RONALD L CAMPBELL Sr	
JOINT MUNICIPAL COURT	MAYOR with DALLUS BRUSO ALTERNATE	

The motion for the resolution passed unanimously. 5-0

Motion (Knerr, Barile) for Resolution 2022-04A through 2022-04C to appoint individuals to the JIF Insurance Fund Positions of Fund Commissioner, Safety Coordinator, Claims Coordinator, Risk Management Consultant and EPL Hot line contact and alternates by resolution.

RESOLUTION 2022-04A
RESOLUTION OF THE BOROUGH OF SHILOH APPOINTING A FUND COMMISSIONER TO THE
GLOUCESTER. SALEM AND CUMBERLAND COUNTIES JOINT INSURANCE FUND

WHEREAS, the Borough of Shiloh is a member of the Gloucester, Salem and Cumberland Counties Joint Insurance Fund; and

WHEREAS, the Borough of Shiloh does desire to participate in all aspects of being a member of the Gloucester, Salem and Cumberland Counties Joint insurance Fund; and

WHEREAS, the bylaws of the Gloucester, Salem and Cumberland Counties Joint Insurance Fund require that each municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

NOW THEREFORE BE IT RESOLVED THAT the Borough of Shiloh does recommend the appointment of BRAD CAMPBELL Borough Councilman to serve as Fund Commissioner to the Gloucester, Salem and Cumberland Counties Joint Insurance Fund; and

BE IT FURTHER RESOLVED that Media Willis Borough Councilperson is so named as the alternate to the Gloucester, Salem and Cumberland Counties Joint Insurance Fund.

BE IT FURTHER RESOLVED THAT the following be appointed to the following JIF positions and offices:

SAFETY COORDINATOR:	BRAD CAMPBELL
CLAIMS COORDINATOR:	RONALD L CAMPBELL SR
RISK MANAGEMENT CONSULTANT:	HARDENBERGH INSURANCE GROUP CHRISTOPHER J POWELL
EPL HOTLINE	RONALD L CAMPBELL SR

RESOLUTION 2022-04B

A RESOLUTION TO APPOINT CHRISTOPHER J. POWELL AS RISK MANAGEMENT CONSULTANT FOR THE BOROUGH OF SHILOH TO THE GLOUCESTER, SALEM, CUMBERLAND COUNTIES MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Governing Body of the BOROUGH OF SHILOH is a member of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, N.J.S.A 40A:1 1-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of BOROUGH OF SHILOH does hereby appoint Christopher J. Powell as its Risk Management Consultant in accordance with 40A:1 1-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A 40A:11-5 (I), (a), (I).

RISK MANAGEMENT CONSULTANT AGREEMENT
GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND

This Agreement, entered into this 3 day of January, 2022 between the Borough of Shiloh (hereinafter referred to as the "Municipality") and Hardenbergh Insurance, a Corporation of the State of New Jersey, and Christopher J.

Powell, the responsible agent, having their principal office located at 1000 Main St. Voorhees, NJ (hereinafter referred to as the “Consultant”).

WHEREAS, the Consultant has offered the services to the Municipality as the Professional Risk Management Consultant as required in the Bylaws of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund and

WHEREAS, the Municipality desires to contract for these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held on January 4, 2022

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth in this Agreement agree as follows:

For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees in consultation with the Municipality to provide Professional Risk Management services to the Municipality as follows:

A) The Consultant shall assist the Municipality in identifying its insurable exposures and shall recommend professional methods to reduce, assume or transfer the risk of loss.

B) The Consultant shall assist the Municipality in understanding and selecting the various types of coverage available from the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

C) The Consultant shall review with the Municipality any additional types of coverage that the Consultant believes the Municipality should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the Municipality.

D) The Consultant shall assist the Municipality in the preparation of applications, statements of values and other documents requested by the Fund, However, this Agreement does not include any appraisal work by the Consultant.

E) The Consultant shall review the Municipality’s annual assessment as prepared by the Fund, and shall assist the Municipality in the preparation of its annual insurance budget.

F) The Consultant shall review the loss and engineering reports for the Municipality, and shall assist the Safety Committee in its loss containment objectives within the Municipality.

G) The Consultant shall attend and actively participate in the Municipality’s Safety Committee activities and meetings, and shall present information to the Safety Committee on Safety related topics.

H) The Consultant shall attend the Municipality’s Member Accident Review Panel meetings and assist the Municipality in determining the cause of accidents, The Consultant shall suggest any remedial actions necessary to avoid future accidents.

I) The Consultant shall assist the Municipality in determining the necessary training for each employee in each Municipal Department based upon the employee’s job description and in accordance with OSHA and other governmental regulations.

J) The Consultant shall assist the Municipality in scheduling employee training, both internal and external, including the tracking of course attendance and completion of course requirements.

K) The Consultant shall assist the Municipality with the timely and accurate reporting of all claims, which shall include the establishment and implementation of claims reporting procedures.

L) The Consultant shall assist, when requested by the Municipality and/or the Claims TPA, with the investigation of claims filed against the Municipality.

M) The Consultant shall review the Municipality's loss data on a regular basis and prepare reports to the Municipality on recent losses, open claims, and loss trends.

N) The Consultant shall review the performance of the Municipality's Claims TPA on a quarterly basis including reserving practices, adjuster claim counts, and supervisor file review.

O) The Consultant shall assist the Municipality by reporting to the Fund changes in exposures including the deletion and addition of vehicles, equipment, and properties and the contracting of Municipal services to third parties.

P) The Consultant shall assist the Municipality and Fund professionals in the annual renewal process including the gathering and verification of exposure data.

Q) The Consultant shall order Certificates of Insurance from the Fund.

R) The Consultant shall review Certificates of Insurance received by the Municipality.

S) The Consultant shall review proposed contracts between the Municipality and organizations and contractor's to verify that the appropriate indemnification and hold harmless language is contained in the Contract and that the Certificate of Insurance Guidelines are being followed.

T) The Consultant shall evaluate and advise the Municipality on the risk management aspects of public events being staged or sponsored by the Municipality.

U) The Consultant shall review the annual coverage documents to verify the accuracy of the policies.

V) The Consultant shall respond to questions regarding coverage from the Municipality's officials.

W) The Consultant shall actively attend and participate on the Fund Subcommittees as authorized by the Fund Bylaws.

X) The Consultant shall at least twice annually, prepare and present a written report to the Governing Body of the Municipality outlining the Municipality's Insurance and Safety Program.

Y) The Consultant shall assist the Municipality with the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally performed by a public adjuster.

Z) The Consultant shall perform any other services required by the Fund's Bylaws,

2. The term of this Agreement shall be for a period of one (1) year commencing the first day of January, 2022, or from the effective date of coverage, unless this Agreement is terminated as set forth in Paragraph 5 of this Agreement.

3. The Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, an amount equal to a dollar amount of percent 6%) of the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid to the Consultant within thirty (30) days of the payment of the Municipality's assessment to the Fund, The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.

4. For any type of coverage that is authorized by the Municipality, to be purchased outside of the coverage offered by the Fund, the Consultant shall receive as his full compensation, the normal brokerage commissions paid by the

insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Paragraph 3 of this Agreement.

5. Either party may cancel this Agreement at any time by notifying the other party, in writing, of their intention to terminate this Agreement. The termination shall be effective on the ninetieth day after service of the notice. The compensation provided for in Paragraph 3 shall be pro-rated to the date of termination.

GLOUCESTER, SALEM, CUMBERLAND COUNTIES
MUNICIPAL JOINT INSURANCE FUND
RISK MANAGEMENT CONSULTANT CONFIDENTIALITY AGREEMENT

WHEREAS, the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund, in order to properly discharge its duties and obligations, must consider and discuss certain confidential information regarding specific general liability (property, automobile, trip and fall, and civil rights), Workers' Compensation, Employment Practices Liability, Public Officials Liability and other types of claims against Member Municipalities, and certain confidential information regarding any Member Municipalities' claims history, loss ratios, litigation strategies, safety history, assessment strategies and renewal information; and

WHEREAS, the discussion of claims against Member Municipalities, the evaluation of the factual and legal issues relating to said claims, and the discussion of settlement, liability, authority and other issues surrounding said claims must remain confidential in order to best respect the privacy of the individuals involved and/or to preserve the tactical and strategic defense of actual and/or pending litigation arising out of said claims; and

WHEREAS, the discussion of claims history, loss ratios, litigation strategies, safety history, assessment strategies and renewal information must also remain confidential in order to best protect the interest of the Fund and its Member Municipalities; and

WHEREAS, any discussion relating to said claims may take place at meetings of the Fund Commissioners, meetings of the Executive Committee, meetings of the Claims Committee, meetings of the Safety Committee, meetings of the Coverage Committee, meetings of the EPL/POL Committee, meetings of the Finance Committee or directly with one or more of the representatives of the Member Municipality, Assigned Defense Counsel designated by the Fund and/or Fund Professionals; and

WHEREAS, the undersigned will, from time to time, participate in the consideration, evaluation, and discussion of claims, litigation strategies, assessment strategies, safety history, loss ratios and renewal information in order to provide their assistance and expertise to the Gloucester Salem, Cumberland Counties Municipal Joint Insurance Fund and the Member Municipality upon whose behalf the RMC is acting.

NOW, THEREFORE, I, the undersigned, hereby specifically agree as follows:

1. I will not disclose any matter discussed in any closed session, claims meeting, or other meeting or event in which I participate or which is set forth in any document made available to me or which is discussed with me by any person on behalf of the Gloucester Salem, Cumberland Counties Municipal Joint Insurance Fund and/or its participating local units, to any person or entity not authorized to receive that information by the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

2. I acknowledge that, by virtue of my position, I have a fiduciary relationship to the Member Municipality for which I perform RMC services and, in addition, I owe a duty to the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund to best protect its Member Municipalities' rights, privileges, and defenses regarding any discussions in which I may be involved, and that I am bound by the following standards:

a. Neither I nor any member of my immediate family shall have an interest in a business organization or engage in any business, transaction, or professional activity, which is in substantial conflict with the proper discharge

of my responsibilities to the Member Municipality on whose behalf I am acting and to the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund; and

b. I shall not use or attempt to use my position to secure unwarranted privileges or advantages for myself or others; and I shall not act in my official capacity in any matter where I, a member of my immediate family, or a business organization in which I have an interest, has a direct or indirect financial interest or personal involvement that might reasonably be expected to impair my objectivity or independence or judgment; and

c. I shall not undertake any employment or service, whether compensated or not, which might reasonably be expected to prejudice my independence or judgment in the *exercise* of my responsibilities to the Member Municipality which I represent and to the Gloucester, Salem, Cumberland Counties Municipal joint Insurance Fund; and

d. Neither I or any business organization in which I have an interest shall represent any person or party other than the Member Municipality which I represent and the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund in connection with any claim against any Member Municipality and the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund; and

e. I shall not, at any time or in any manner, disclose, convey, transmit, copy or otherwise make available any information and/or document(s) not generally available to the members of the public which I receive or acquire by reason of my position as an RMC for a Member Municipality and the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for the purpose of securing financial gain, directly or indirectly, for myself or for any other person;

3. I will use caution and discretion in the storage and/or disposal of any information or documents received, directly or indirectly, by me or by virtue of my relationship to the Member Municipality and the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund.

4. I hereby recognize that, by virtue of my position as an RMC for a Member Municipality, I am entitled to participate in any or all discussions of claims related to the Member Municipality that I represent. I understand that the decision to permit me to participate in any of the discussions referred to previously in this document is a privilege granted by the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund. I understand that the Fund and its Committees shall have the right to bar me from the discussion of any claims or other issues in the event that I violate any of the aforementioned standards. I also recognize that, by virtue of my position, I may acquire knowledge relating to other Member Municipalities other than the Member Municipality which I represent and, accordingly, I agree to be bound by this document in relation to any such information I may acquire.

5. In the event of a violation of this agreement by me, I recognize that I may be subject to punishment, sanctions, dismissal, and/or penalties, or a combination of these remedies which may be imposed by the Member Municipality on whose behalf I am acting, and I further recognize that the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund may request that the local unit take such action.

The motion for the resolutions to appoint individuals to the JIF Insurance Fund Positions of Fund Commissioner, Safety Coordinator, Claims Coordinator, Risk Management Consultant and EPL Hot line contact and alternates passed a vote of the Borough Council. 5-0

Motion (Bruso, Knerr) to approve resolution 2022-05 for legal services.

RESOLUTION 2022-05
AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR LEGAL SERVICES

WHEREAS, the Borough of Shiloh has a need to acquire Legal Services as a Professional Services contract pursuant to the provisions of N.J.S.A, 19:44A-20; and,

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is 1 year as approved by this governing body; and

WHEREAS, Rebecca Bertram has submitted a proposal indicating she will provide Auditing Services for the \$100.00 per meeting plus time and materials for other legal Services and

WHEREAS, the Chief Financial Officer has or will make a certification of the availability of funds pursuant to N.J.A.C. 5:30-54.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Shiloh authorizes the Mayor and Clerk to enter into a contract with Rebecca Bertram as described herein; and,

BE IT FURTHER RESOLVED that this award of a Professional Services Contract be duly advertised in the official newspaper of the Borough within ten days of this award

The motion for the resolution for legal services in 2022 passed a vote of the Council. 5-0

Motion (Barile, Daddario) to approve resolution 2022-06 for Auditing Services for 2022.

RESOLUTION 2022-06

AUTHORIZING THE AWARD PROFESSIONAL SERVICES CONTRACT FOR AUDITING SERVICES

WHEREAS, the Borough of Shiloh has a need to acquire Auditing Services as a Professional Services contract pursuant to the provisions of N.J.S.A, 19:44A-20,; and,

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is 1 year as approved by this governing body; and

WHEREAS, Ford, Scott, LLC has submitted a proposal indicating lie will provide Auditing Services for the \$13,000.00 plus time and materials for other Financial Services and

WHEREAS, the Chief Financial Officer has or will make a certification of the availability of funds pursuant to N.J.A.C. 5:30-5,4.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Shiloh authorizes the Mayor and Clerk to enter into a contract with Michael Garcia as described herein; and,

BE IT FURTHER RESOLVED that this award of a Professional Services Contract be duly advertised in the official newspaper of the Borough within ten days of this award

The motion for the resolution for Auditing Services for 2022 passed a vote of the Council. 5-0

Motion (Knerr, Barile) to approve resolution 2022-07 for Insurance Risk Management Consultant Services.

RESOLUTION 2022-07

AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR INSURANCE CONSULTING SERVICES

WHEREAS, the Borough of Shiloh has a need to acquire Insurance Consulting Services as a Professional Services contract pursuant to the provisions of N.J.S.A. 19:44A-20,; and,

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is 1 year(s) as approved by this governing body; and

WHEREAS, Christopher J. Powell of Hardenbergh Insurance Co. has submitted a proposal indicating he will provide Insurance Consulting Services for the sum of 6 % of the annual premium due the Gloucester, Salem and Cumberland Counties Joint Insurance Fund, puts time and materials for other Insurance Consulting Services and

WHEREAS, the Chief Financial Officer has or will make a certification of the availability of funds requirements pursuant to N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Shiloh authorizes the Mayor and Clerk to enter into a contract with Christopher J. Powell as described herein; and,

BE IT FURTHER RESOLVED that this award of a Professional Services Contract be duly advertised in the official newspaper of the Borough within ten days of this award.

The motion for the resolution passed a vote of the Council. 5-0

Motion (Knerr, Daddario) to approve resolution 2022-08 for Engineering Services for 2022.

RESOLUTION 2022-08
AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR ENGINEERING SERVICES

WHEREAS, the Borough of Shiloh has a need to acquire Engineering Services as a Professional Services contract pursuant to the provisions of N.J.S.A, 19:44A-20.; and,

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is 1 year as approved by this governing body; and,

WHEREAS, Fralinger Engineering has submitted a proposal indicating he will provide Engineering Services under a fee schedule submitted to the Borough; and,

WHEREAS, the Chief Financial Officer has or will make a certification of the availability of funds requirements as required by N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Shiloh authorizes the Mayor and Clerk to enter into a contract with Stephan J. Nardelli and Fralinger Engineering as described herein; and,

BE IT FURTHER RESOLVED that this award of a Professional Services Contract be duly advertised in the official newspaper of the Borough within ten days of this award.

The motion to approve resolution 2022-08 passed a vote of the Council. 5-0

Motion (Knerr, Brusio) for Resolution 2022-09 naming individuals to the Emergency Management Council

RESOLUTION 2022-09
A RESOLUTION TO APPROVE THE APPOINTMENTS OF THE MAYOR TO THE EMERGENCY MANAGEMENT COUNCIL OF THE BOROUGH OF SHILOH.

COORDINATOR
Members

Gary Vanmeter, Shared Service with Hopewell
MAYOR & ALL BOROUGH COUNCIL MEMBERS
911 COORDINATOR – SHARON CAMPBELL

The motion for the resolution passed a vote of the Council. 5-0

Motion (Daddario, Brusco) for a Resolution 2022-10 appointing members to the Shiloh Planning Board.

RESOLUTION 2022-10

RESOLUTION TO APPOINT THE FOLLOWING MEMBERS TO THE COMBINED ZONING / PLANNING BOARD FOR 2022.

WHEREAS, the Borough Council of the Borough of Shiloh is desirous to appoint a combined Planning/Zoning Board to conduct such matters as is required by State Statutes, and

WHEREAS, certain appointments to the Planning/Zoning Board are required to be filled or renewed each year.

NOW THEREFORE BE IT RESOLVED THAT the following persons are appointed to serve on the Combined Planning/Zoning Board of the Borough of Shiloh

- | | |
|----------------|--------------------------------|
| CLASS I | BRAD CAMPBELL, MAYOR |
| CLASS II | NORMAN HETZELL, ZONING OFFICER |
| CLASS III | HILLARY BARILE |
| SECRETARY: | ROBERT MUFFLEY |
| CLASS IV: | |
| AMELIA SWARTZ | TERM EXPIRES 2022 |
| CAROL SUMOSKI | TERM EXPIRES 2022 |
| MIKE BONHAM | TERM EXPIRES 2023 |
| ROBERT MUFFLEY | TERM EXPIRES 2022 |
| DANIEL LOWE | TERM EXPIRES 2024 |
| ROY DAVIS | TERM EXPIRES 2024 |
| SOLICITOR: | KRISTIN EISENHARDT |

The motion for the resolution passed a vote of the Council. 5-0

Motion (Knerr, Barile) for resolution 2022-11 naming the Official Newspapers of the Borough

RESOLUTION 2022-11

A RESOLUTION TO NAME THE SOUTH JERSEY TIMES AND THE ATLANTIC CITY PRESS AS THE OFFICIAL NEWSPAPER OF THE BOROUGH OF SHILOH

WHEREAS, the Borough Council of the Borough of Shiloh desires to name official Newspapers for advertising purposes so the residents of the Borough can know where information will be published as necessary

NOW, THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Shiloh does name THE AND SOUTH JERSEY TIMES AND THE ATLANTIC CITY PRESS AS THE OFFICIAL NEWSPAPERS to disseminate legal notices and other information as necessary to the residents of the Borough

The motion for the resolution passed a vote of the Council. 5-0

Motion (Brusco, Knerr) for resolution 2022-12 appointing the Emergency Services providers to the Borough

RESOLUTION 2022-12

Resolution to appoint the BRIDGETON CITY FIRE DEPARTMENT FOR EMERGENCY AMBULANCE

SERVICES AND HOPEWELL / STOW CREEK VOLUNTEER FIRE COMPANY AS OFFICIAL
EMERGENCY AGENCIES FOR THE BOROUGH OF SHILOH

WHEREAS, the Borough Council of the Borough of Shiloh is desirous to provide for certain emergency services to operate within the Borough of Shiloh, and

WHEREAS, it is the right of the Borough Council to provide for such Emergency Services as it has desire to do so.

NOW, THEREFORE BE IT RESOLVED THAT the Borough Council of the Borough of Shiloh does hereby appoint the BRIDGETON CITY FIRE DEPARTMENT FOR EMERGENCY AMBULANCE SERVICES AND HOPEWELL / STOW CREEK VOLUNTEER FIRE COMPANY AS OFFICIAL EMERGENCY AGENCIES FOR THE BOROUGH OF SHILOH

The motion for the resolution passed a vote of the Council, 5-0

Motion (Knerr, Daddario) for Resolution 2022-13 to enter into an agreement with the Cumberland Development Corporation for Economic Development Services in 2022.

WHEREAS, the Borough of Shiloh desires to enter into an agreement for economic development services for 2022, and;

WHEREAS, the Cumberland Development Corporation (CDC) has agreed to prove such services for 2022, and

WHEREAS, the Cumberland Development Corporation is a New Jersey, non-profit Corporation, which has been organized to assist the municipalities of the region in economic development and community development projects and services to enhance cooperation between municipalities including providing economic development consulting services, business retention services and other consulting services for same; and,

WHEREAS, the Cumberland Development Corporation is employing consulting professionals to provide such economic development services and business retention services to a number of municipalities in the region, and will be providing such services to all such Municipalities who contract for the services, and such services shall not be exclusive as to anyone Municipality, and the Municipalities are aware that the Consultant is providing services to more than one Municipality at the same time; and,

WHEREAS, the Cumberland Development Corporation shall provide to Shiloh Borough the following services:

- Provided marketing and consulting assistance to several municipalities.
- Assisting with getting developable sites in all member municipalities recognized and marketed as “certified sites” through a project of the CCIA.
- Worked in partnership with CCIA / Cumberland County Economic Development Department and other area organizations on special programs and projects and represented the CDC communities on the County Economic Development Board, several subcommittees and the South Jersey Economic Development Board.
- Business retention programs and services to businesses throughout the region including free business assistance to any existing or prospective business in all CDC partner communities.
- Served as a focal point and forum for area municipal leaders, County leaders, State legislators, Federal legislators and representatives of other agencies and private sector representatives for discussing issues and working together to find solutions and provide a voice for the municipalities of the region particularly on issues that may increase costs, reduce funding and take away independence and autonomy of towns or be detrimental or beneficial to area businesses including coordination of the semi-annual Mayors and Freeholders Meetings with the Freeholder Director, County Administrator and Deputy Administrator
- Continue to support "Shop Local" program with Bridgeton Area Chamber of Commerce and all CDC communities.

- Provided leadership and coordination on joint advertising in County and regional publications highlighting the benefits of locating businesses here.
- IN 2022, CDC will work with the municipalities and others to seek improvement in news coverage including development of a regional Social Media Presence for the dissemination of municipal news and events for the area.
- In 2022, we will work with the Chamber to renew a series of business information meetings in the communities.

NOW THEREFORE BE IT RESOLVED that the Borough of Shiloh enter into an agreement with the Cumberland Development Corporation for economic services in 2022.

BE IT FURTHER RESOLVED that the Mayor and Clerk be authorized to sign the agreement on behalf of the Borough of Shiloh.

The motion for the resolution 2022-13 passed a vote of the Council. 5-0

Motion (Daddario, Barile) for Resolution 2022-14 to set the rate of interest charged for delinquent taxes.

RESOLUTION 2022-14

RESOLUTION SETTING THE DELINQUENT TAX RATE AT: 8% ON THE FIRST \$1500.00 AND 18% ACCUMULATIVE ON ANY BALANCE ABOVE \$1500.00. ADDITIONALLY ANY TAXES IN EXCESS OF \$10,000 REMAINING IN ARREARS BEYOND DECEMBER 31ST, 2022, AN ADDITIONAL PENALTY OF 6% SHALL BE CHARGED AGAINST THE DELINQUENCY IN ALL CASES RETROACTIVE TO THE ORIGINAL SET QUARTERLY DUE DATE FOR ANY TAX BALANCE REMAINING WHEN PROPERTY TAXES ARE DUE EACH QUARTER.

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for delinquent overdue property taxes, and;

WHEREAS, the Borough Council of the Borough of Shiloh is desirous to encourage property owners to pay they property taxes due each quarter in a timely manner, and;

WHEREAS, the Borough Council of the Borough of Shiloh does set a 10 (ten) day grace period for quarterly taxes due, were no interest shall be charged for taxes paid for that quarter, and;

WHEREAS, the Borough Council of the Borough of Shiloh desires that if taxes are not paid within the 10 (ten) day grace period interest shall be charged back to the first day taxes were due in that tax quarter.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Shiloh does set the delinquent tax rate at 8% interest on the first \$1500.00 and 18% accumulative interest on any excess amount over \$1500.00 on any property tax balances due after the quarterly due date and additionally any taxes in excess of \$10,000 remaining in arrears beyond December 31st, 2022, an additional penalty of 6% shall be charged against the delinquency in all cases retroactive to the original set quarterly due date; any tax payment not made within the provision set forth herein shall be charged interest back to the first day taxes were due in that tax quarter.

The motion for the resolution 2022-14 passed a vote of the Council. 5-0

Motion (Barile, Knerr) for a resolution 2022-15 to adopt Cash Management Plan as set forth

RESOLUTION 2022-15
CASH MANAGEMENT PLAN OF THE BOROUGH OF SHILOH

WHEREAS, State Law concerning the investment of local government funds was recently amended when Chapter 148, P.L. 1997, was signed into law and:

WHEREAS, in order to comply with said amendment to the law, this resolution is necessary,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Shiloh, County of Cumberland, New Jersey, that for the Year 2022, the following shall serve as the Cash Management Plan of the Borough of Shiloh.

1. CASH MANAGEMENT AND INVESTMENT OBJECTIVES.

The Borough of Shiloh objectives in this area are:

- A. Preservation of Capital
- B. Adequate safekeeping of assets
- C. Maintenance of liquidity to meet operating needs
- D. Diversification of the Borough’s portfolio to minimize risks associated with individual investments.
- E. Maturity requirements to meet timing of maturity of investments to match the need for cash.
- F. Investment of assets in accordance with State and Federal Laws and Regulations II
- G. Costs and fees of buying, storing and redeeming investment instruments.

2. DESIGNATION OF OFFICIAL DEPOSITORIES

1. The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds.

T D BANK NORTH

NEWFIELD BANK

OCEAN FIRST

2. Designated official depositories are required to submit to the chief Financial Officer, a copy of the Governmental Unit deposit Protection Act Notification of Eligibility, which is filed semi-annually with the Department of Banking each June 30 and December 31st.

3. Designated official depositories are required to submit to the Chief Financial Officer a copy of the institution’s Annual Report on an annual basis.

3. CASH MANAGEMENT

- 1. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-1 5,
- 2. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
- 3. The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.
- 4. Investment decisions shall be guided by cash flow projections prepared by the Chief Financial Officer.
- 5. Checks in payment of approved claims shall be signed by the Mayor, Clerk and Treasurer

4. PERMISSIBLE INVESTMENTS

- 1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
- 2. Government money market funds.
- 3. Any federal agency or instrumentality obligations authorized by congress that matures within 397 days from the date of purchase, and has a fixed Tate of interest not dependent on any index or external factors.
- 4. Bonds or other obligations of the local unit or school districts of which the local unit is a part.
- 5. Any other obligations with maturities not exceeding 397 days, as permitted by the division of Investments.
- 6. Local Government investment pools.
- 7. New Jersey State Cash Management Fund.
- 8. Repurchase agreements of fully collateralized securities

5. AUTHORITY FOR INVESTMENT MANAGEMENT

1. The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. SAFE KEEPING.

- 1. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough’s custodial bank, which shall maintain custodial and or safekeeping accounts for such investments on behalf of the Borough.

7. REPORTING.

1. The Chief Financial Officer shall report to the Borough Council all purchases of investments in accordance with N.J.S.A. 40A: 5-152.

8. AUDIT

1. The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

The motion for resolution 2022-15 passed a vote of the Council. 5-0

Motion (Knerr, Barile) for a resolution 2022-16 to adopt a TEMPORARY BUDGET for 2022 AT \$56,218.90

RESOLUTION 2022-16
2022 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A-19 provides that where any contract, commitment or payments are to be made prior to the adoption of the 2022 Budget, Temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2022; and

WHEREAS, the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$213,417.21; and

WHEREAS, twenty six and one quarter percent of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest debt redemption charges, capital improvement fund and public assistance in said 2022 budget is the sum of \$56,218.90;

NOW THEREFORE BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the Borough chief Financial Officer for his records.

The motion for the resolution passed a vote of the Council. 5-0

MOTION (Bruso, Barile) TO ADJOURN THE REORGANIZATION MEETING

THE MOTION TO ADJOURN THE MEETING PASSED UNANIMOUSLY. 7:20 PM 5-0

MINUTES WERE APPROVED AT A MEETING HELD FEBRUARY 7, 2022

MAYOR. _____

CLERK _____

**BOROUGH OF SHILOH
REGULAR BOROUGH COUNCIL MEETING JANUARY 3, 2022**

CALL TO ORDER

A regular meeting of the Shiloh Borough Council was held on January 3, 2022. Mayor Brad Campbell called the meeting to order a 7:30 pm. in the Borough Council Meeting Room, 900 Main Street, Shiloh, New Jersey.

Mayor Campbell read the following Open Public Meeting Act Notice.

This is Regular Monthly Meeting of the Borough Council of the Borough of Shiloh. In compliance with the New Jersey "Open Public Meetings Act" enacted ensure the public's right to be notified of and the right to attend any meeting where actions maybe taken that could affect them, advance written notice has been given stating the Date, Place and Time of this meeting. Such notice has been placed in the South Jersey Times and posted on the Borough's Bulletin Board in compliance with said Act.

COUNCIL MEMBERS ROLL CALL

The following members were Present: Mayor Campbell, Mrs. Barile, Mr. Brusio, Mr. Daddario, Mr. Hunzer, Mr. Knerr Absent: Mrs. Willis.

Others Present: Rebecca Bertram, Borough Solicitor and Mr. Campbell, Borough Clerk.

APPROVAL OF MINUTES

Motion (Knerr, Barile) to approve the minutes of the December 27, 2021 Special Meeting Borough Council Meeting.

The motion to approve the Minutes of December 27, 2021 was passed by a vote of the Council. 5-0.

PUBLIC COMMENTS: none

SHILOH BOROUGH COUNCIL COMMITTEE REPORTS

BUILDING & GROUNDS COMMITTEE: No report

COMMUNICATIONS: No report

FINANCE COMMITTEE: No report

JIF INSURANCE COMMITTEE: No Report

POLICE & FIRE COMMITTEE: No report

STREETS AND ROADS COMMITTEE: No Report

SOLID WASTE COMMITTEE: No report

OLD BUSINESS:

Mrs. Barile asked if anyone had been contacted about the Rodeo activities on Barrett Run Road.

No one on Council indicated that they had been contacted. Mrs. Barile stated that she had been contacted by the Bonhams and they were concerned by the noise and number of events that may happen on the property next to them.

Mrs. Barile stated that "facebook page" had an event planned for that location New Year's Eve and has others listed in the coming months. Mrs. Barile stated that they (Bonhams) are worried that the Rodeo Events will begin increasing and get louder. The Borough Council discussed this issue and stated that the Zoning Officer should visit the next event to see about what is going on and how it effects the neighbors.

NEW BUSINESS:

PAYMENT OF BILLS

Motion (Knerr, Daddario) that all properly audited vouchers be paid.

The motion to approve the payment for properly audited vouchers passed a vote of the Council. 5-0

ADJOURNMENT

Mayor Campbell adjourned the meeting at 8:15 p.m. with unanimous consent.

MINUTES WHERE APPROVED AT A MEETING HELD FEBRUARY 1, 2022

MAYOR. _____

CLERK _____