

Please Note: Agenda is subject to change

**CINNAMINSON TOWNSHIP COMMITTEE**  
**REGULAR SESSION AGENDA**  
Monday April 15, 2019  
6:30 p.m. Regular Session

**CALL TO ORDER:**

**FLAG SALUTE:**

**VERIFICATION:**

This meeting is being held in accordance with the “Open Public Meetings Act,” P.L. 1975, c.231. Notice of this meeting was published in the Burlington County Times and the Courier Post on January 11, 2019.

**ROLL CALL:** Mayor McGill, Deputy Mayor Horner, Committee Member Conda, Committee Member Kravil, Committee Member Segrest.

**PRESENTATION** Awards by Cinnaminson Police Department

**PRESENTATION** Burlington County Department of Economic Development – Small Business Loan Program

**COMMITTEE LIAISON REPORTS:**

Committee Member Conda: Administration and Health & Senior Services

Committee Member Segrest: Public Works

Committee Member Kravil: Finance and Veterans Affairs

Deputy Mayor Horner: Parks & Recreation and Economic Development

Mayor McGill: Public Safety

**BUDGET INTRODUCTION**

**Resolution 2019 – 61** 2019 Municipal Budget (to be advertised in the Burlington County Times. Public Hearing is scheduled for May 20, 2019)

**ORDINANCE INTRODUCTION**

**Ordinance 2019 – 4** To Exceed the Municipal Appropriation Limits and to establish a Cap Bank (a public hearing is scheduled for May 20, 2019)

**Ordinance 2019 – 5** Authorizing Capital Improvements: Appropriating \$2,109,000; Authorizing the Issuance of General Obligation Bonds in the Aggregate Principal Amount of \$2,109,000 (a public hearing is scheduled for May 20, 2019)

**Ordinance 2019 – 6** Cancelling Certain Funded Appropriation Balances and Reappropriating

**Ordinance 2019 – 7** 2019 Salary Ordinance (to be advertised in the Burlington County Times. Public Hearing is scheduled for May 20, 2019)

**Ordinance 2019 – 8** Amending Chapter 486 of the Code of the Township of Cinnaminson Entitled “Tobacco, Sale and Use Of”

**ORDINANCE PUBLIC HEARING:**

**Ordinance 2019 – 1** Amending Chapter 330 Entitled “Land Use Procedures” and Chapter 10, Entitled “Administration”

**Ordinance 2019 – 2** Amending Chapter 19 Entitled “Claims Approval”

**Ordinance 2019 – 3**

An Ordinance to Amend Chapter 265 Relating to Fees, and Specifically, Chapter 265-2 Relating to Fees for Outside Employment of Police Officers

**PUBLIC COMMENT ON CONSENT AGENDA ONLY:**

**CONSENT AGENDA:**

**Resolution 2019 – 62**

EEOC Compliance Certification

**Resolution 2019 – 63**

Granting Concept Review Approval for Proposed Site Plan and Elevations for Riggins Service Station, Block 1005, Lots 1 and 2

**Resolution 2019 – 64**

Appointing Pennoni Associates Inc. as Engineer to Prepare Minor Subdivision Plan for Block 1404, Lot 1

**Resolution 2019 – 65**

Granting Concept Review Approval for Bajwa Enterprises, LLC Tank Plan for Block 702, Lot 23

**Resolution 2019 – 66**

Authorizing Cinnaminson Township to Become a Member of the “Burlington County Coastal Communities Coalition”

**Resolution 2019 – 67**

Authorizing Donation of Bicycles from Cinnaminson Police Department to New Covenant Ministries, Inc.

**END OF CONSENT AGENDA**

**APPROVAL OF MINUTES:**

April 1, 2019  
April 1, 2019 Closed

**APPROVAL OF BILLS:**

**STAFF AND PROFESSIONAL COMMENTS:**

**PUBLIC COMMENT:**

**COMMITTEE COMMENT:**

**CLOSED SESSION:**

**Resolution 2019 – 68**

Authorizing Executive Session –

- Attorney Client Matters
- Contract Negotiation
- Possible Real Estate Transaction
- Litigation – Brooks vs. Cinnaminson

**ADJOURNMENT:**

Next Meeting: Monday, May 6, 2019 at 6:30 pm

**TOWNSHIP OF CINNAMINSON**  
**RESOLUTION APPROVING AND**  
**PROVIDING NOTICE ON THE PUBLIC HEARING**  
**FOR THE CY 2019 BUDGET**

**RESOLUTION 2019 – 61**

2019 Municipal Budget of the Township of Cinnaminson, County of Burlington

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2019; and

BE IT FURTHER RESOLVED that said Budget be published in the Burlington County Times in the issue of April 19, 2019.

The governing body of the Township of Cinnaminson does hereby approve the following as the Budget for the year 2019:

Total General	
Appropriations.....	15,762,110.00
Less: Anticipated Revenues Other Than Current Property Tax.....	<u>5,878,045.67</u>
Amount to be Raised by Taxes for Support of Municipal Budget.....	\$ <u>9,884,064.33</u>

Notice is hereby given that the Township Committee of the Township of Cinnaminson, County of Burlington, approved the Budget and Tax Resolution on April 16, 2019.

A hearing on the Budget and Tax Resolution will be held at the Municipal Building on May 20, 2019 at 6:30 PM at which time and place objections to said Budget and Tax Resolution for the calendar year 2019 may be presented by taxpayers or other interested persons.

*Certified to be a true copy of a Resolution introduced by the Cinnaminson Township Committee on the 15<sup>th</sup> day of April, 2019.*

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Lisa A. Passione, RMC  
Municipal Clerk

**TOWNSHIP OF CINNAMINSON  
RESOLUTION 2019 – 62**

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF  
COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT  
OPPORTUNITY COMMISSION'S  
“Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964”**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF BURLINGTON

We, members of the governing body of the Township of Cinnaminson being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Township of Cinnaminson in the county of Burlington;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ Notary Public of New Jersey

\_\_\_\_\_  
Clerk

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The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

**IMPORTANT:** This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

DRAFT

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment  
Decisions Under Title VII of the Civil Rights Act of 1964"**

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the (*name of governing body*) of the (*name of local unit*), hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 15, 2019.

\_\_\_\_\_  
Clerk

**TOWNSHIP OF CINNAMINSON**

**RESOLUTION 2019 – 63**

**RESOLUTION GRANTING CONCEPT REVIEW APPROVAL FOR A PROPOSED SITE PLAN AND ELEVATIONS FOR THE RIGGINS SERVICES STATION LOCATED AT BLOCK 1005, LOTS 1 AND 2 ON THE OFFICIAL TAX MAP ON THE TOWNSHIP OF CINNAMINSON**

**WHEREAS**, the area at U.S. Route 130 and Riverton Road has been declared an area in need of redevelopment and has been designated as a redevelopment zone; and

**WHEREAS**, Riggins is proposing to modify its service station to add used car sales to the site as set forth in a Site Plan, prepared for by William H. Nicholson Associates, P.C., dated March 12, 2019, attached hereto as Exhibit “A”; and

**WHEREAS**, Riggins has also presented Architectural Elevations in furtherance of its proposed Site Plan;

**WHEREAS**, pursuant to the Local Redevelopment and Housing Law, the Township Committee as the Redevelopment Authority has the authority to carry out the Redevelopment Plan for the subject redevelopment zone; and

**WHEREAS**, at the Township Committee work session of April 1, 2019, the Economic Development Committee recommended Township Committee as the Redevelopment Authority approve the proposed Site Plan and Elevations; and

**WHEREAS**, the Township Committee as the Redevelopment Authority has reviewed the proposed Site Plan and Elevations and finds it is consistent with the Redevelopment Plan for the subject redevelopment zone.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee, of the Township of Cinnaminson, in the County of Burlington, State of New Jersey, as follows:

1. It hereby approves the proposed Site Plan and Elevations as submitted by Riggins;
2. The Economic Development Committee is authorized to act on its behalf to effectuate this approval; and
3. The requirements of the Municipal Land Use Law, if any, shall be met by the applicant.

**CINNAMINSON TOWNSHIP COMMITTEE**

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 15<sup>th</sup> day of April, 2019.*

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*Lisa A. Passione, Municipal Clerk*

**TOWNSHIP OF CINNAMINSON**

**RESOLUTION 2019 – 64**

**APPOINTING PENONNI ASSOCIATES, INC. AS ENGINEER  
TO PREPARE MINOR SUBDIVISION PLAN FOR BLOCK 1404, LOT 1 TO  
EFFECTUATE A CONDITION OF PLANNING BOARD SITE PLAN APPROVAL FOR  
THE SHOPPES AT CINNAMINSON**

**WHEREAS**, the Township of Cinnaminson requires the professional services of a New Jersey licensed engineering firm to prepare a minor subdivision plan for Block 1404, Lot 1 on the Cinnaminson Township Tax Map to effectuate a condition of site plan approval for the Shoppes at Cinnaminson, and

**WHEREAS**, Pennoni Associates, Inc. previously provided engineering services on this redevelopment project for the Township, the result of which would avoid a duplication of engineering services and reduce the time and expense in the preparation of the minor subdivision plan; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contracts for "Professional services" without competitive bids and the contract itself must be available for public inspection:

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cinnaminson, County of Burlington and State of New Jersey, as follows:

1. The Mayor is hereby authorized and directed to execute an agreement with Pennoni Associates, Inc. for the preparation of the minor subdivision plan described above.
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A.40A:11-5 (1) (a) of the Local Public Contracts Law as a contract awarded for services performed by a person authorized by law to practice a recognized profession.

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the <sup>th</sup> day of April, 2019.*

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*Lisa A. Passione, RMC  
Municipal Clerk*



**TOWNSHIP OF CINNAMINSON**

**RESOLUTION 2019 – 65**

**RESOLUTION GRANTING CONCEPT REVIEW APPROVAL FOR BAJWA ENTERPRISES, LLC TANK PLAN FOR BLOCK 702, LOT 23 ON THE OFFICIAL TAX MAP OF THE TOWNSHIP OF CINNAMINSON**

**WHEREAS**, the area at U.S. Route 130 and Union Landing Road has been declared an area in need of redevelopment and has been designated as a redevelopment zone; and

**WHEREAS**, Bajwa Enterprises, LLC is proposing to make various site changes at the Conoco Service Station to facilitate the dispensing of diesel fuel which will include the construction of a tank and extending piping which shall match the existing masonry in terms of colors and materials at the site; and

**WHEREAS**, pursuant to the Local Redevelopment and Housing Law, the Township Committee as the Redevelopment Authority has the authority to carry out the Redevelopment Plan for the subject redevelopment zone; and

**WHEREAS**, Bajwa Enterprises, LLC has provided a Tank Plan, prepared by Stout and Caldwell Engineers, LLC, dated August 15, 2018 (Exhibit “A”); and

**WHEREAS**, at the Township Committee work session of April 1, 2019, the Economic Development Committee recommended Township Committee as the Redevelopment Authority approve the Tank Plan; and

**WHEREAS**, the Township Committee as the Redevelopment Authority has reviewed the Tank Plan and finds it is consistent with the Redevelopment Plan for the subject redevelopment zone.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee, of the Township of Cinnaminson, in the County of Burlington, State of New Jersey, as follows:

1. It hereby approves the Tank Plan as submitted by Bajwa Enterprises, LLC;
2. The Economic Development Committee is authorized to act on its behalf to effectuate this approval; and
3. The requirements of the Municipal Land Use Law, if any, shall be met by the applicant.

**CINNAMINSON TOWNSHIP COMMITTEE**

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 15<sup>th</sup> day of April, 2019.*

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*Lisa A. Passione, Municipal Clerk*

**CINNAMINSON TOWNSHIP  
RESOLUTION No. 2019 – 66**

**AUTHORIZING CINNAMINSON TOWNSHIP TO BECOME A MEMBER OF THE  
“BURLINGTON COUNTY COASTAL COMMUNITIES COALITION”**

Studies have shown climate change is happening and threats from shoreline erosion and flooding are more becoming more frequent and of greater intensity;

**WHEREAS**, significant portions of the developed lands fronting along the Delaware River, Rancocas River and other tributaries in the region are located in Flood Hazard Areas;

**WHEREAS**, combined with warnings of potential sea level rise, the risk to residential and commercial buildings and property, transportation facilities, public utilities, and open space has never been greater;

**WHEREAS**, shoreline erosion is resulting in loss and/or damage to berms, levees, seawalls and other erosion control features that protect adjacent low lying areas from flood damage;

**WHEREAS**, groundwater table rise associated with changing weather patterns, increased rainfall, and sea level rise is negatively impacting residential communities;

**WHEREAS**, the regional threats faced are a burden too mighty to be taken on by a single municipality;

**WHEREAS**, a united approach to find common solutions to mitigate these risks to our region is vital to secure the public health, safety and general welfare of our residential and business populations;

**WHEREAS**, objectives of the COALITION will include, but not be limited to, conducting meetings of member’s representatives to discuss common flood, groundwater and erosion problems plaguing our communities, develop strategies to mitigate these problems, and engage any regional, state or federal representatives, groups, committees or commissions, as may be appropriate, to assist in developing and executing mitigation plans; and,

**NOW THEREFORE, BE IT RESOLVED** that the Township Committee of the Cinnaminson Township hereby authorizes Cinnaminson Township to become a member of the BURLINGTON COUNTY COASTAL COMMUNITIES COALITION; and,

**NOW THEREFORE, BE IT FURTHER RESOLVED** that the Committee of the Township of Cinnaminson hereby authorizes the Mayor or Mayor’s designee to represent Cinnaminson Township at periodic meetings to be held by the COALITION and report back to the Township Committee the on-going progress to achieve the desired objectives of the group.

**Cinnaminson Township**

**Attest:**

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**Lisa A. Passione, Municipal Clerk**

***CERTIFICATION***

*The foregoing Resolution was duly adopted at a Meeting of the Township Committee of the Township of Cinnaminson the 15<sup>th</sup> day of April, 2019 at the Municipal Building, located at 1621 Riverton Road, Cinnaminson, New Jersey.*

\_\_\_\_\_  
*Lisa A. Passione, RMC  
Municipal Clerk*

**TOWNSHIP OF CINNAMINSON**  
**RESOLUTION AUTHORIZING THE DONATION OF**  
**BICYCLES TO THE NEW COVENANT**  
**MINISTRIES, INC. FROM THE CINNAMINSON**  
**POLICE DEPARTMENT**

**WHEREAS**, the Police Department of the Township of Cinnaminson has come into possession of a number of bicycles by finding and recovery by a member of the police force acting in the line of duty and the owner is unknown and cannot be ascertained and the Police Department has been in possession of these bicycles over six months; and

**WHEREAS**, the Cinnaminson Police Department wishes to donate these bicycles to the New Covenant Ministries, Inc, a non-profit tax exempt 501c3 organization, located at 206 Parker Avenue, Woodlynne, NJ 08107.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Cinnaminson, County of Burlington, State of New Jersey, as follows:

1. Said bicycles are hereby declared to be surplus, no longer needed for public purposes, valued at less than five hundred dollars; and
2. It is hereby authorized to donate bicycles in "AS IS" condition to the New Covenant Ministries, Inc. for their purpose.

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 15<sup>th</sup> day of April, 2019.*

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*Lisa A. Passione, RMC*  
*Municipal Clerk*