

GLOUCESTER TOWNSHIP COUNCIL MEETING

June 24, 2019

PLEDGE ALLEGIANCE TO THE FLAG

INVOCATION: REV. DAVID MCMURRAY

COMMENCEMENT STATEMENT: Mr. Mercado

ROLL CALL:

Mr. Hutchison	Mr. Carlamere, Solicitor
Mr. Owens	Mr. Cardis, Business Administrator
Mrs. Stubbs	Mrs. Power, Township Clerk, RMC
Mrs. Winters	Mr. Lechner, Community Development
Mr. Mignone	Chief Earle, Police
Mrs. Trotto	Mr. Chadwell, Township Engineer
Mr. Mercado	

PUBLIC PORTION: Public participation shall be for agenda items only. Anyone addressing Council may speak one time. Once all those wishing to address Council have had their turns, they may address Council a second time, only if it adds to what was said earlier, not repeating earlier statements.

BID REPORT:

PW: 19-03 ONE (1) 2019 WHITE GOODS TRUCK WITH PLOW
PW: 19-04 TWO (2) 2019 3 YARD DUMP TRUCKS WITH PLOW AND SPREADER
PW: 19-05 ONE (1) 2019 7 YARD DUMP TRUCK WITH PLOW AND SPREADER
PW: 19-06 NEW CHASSIS WITH STAND UP RIGHT HAND DRIVE AND 37 YARD RECYCLING BODY

ORDINANCES: FIRST READING

O-19-10 ORDINANCE AMENDING CHAPTER 72 OF THE CODE OF THE TOWNSHIP OF GLOUCESTER ENTITLED, "STREETS AND SIDEWALKS"
O-19-11 ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY TO REPLACE CHAPTER 5 OF THE CODE OF THE TOWNSHIP OF GLOUCESTER ENTITLED "PERSONNEL POLICY AND PROCEDURES"

RESOLUTIONS: (AMENDMENT AND ADOPTION OF 2019 BUDGET)

R-19:05-154 RESOLUTION TO AMEND THE 2019 BUDGET OF THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY
R-19:05-155 RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY, ADOPTING THE 2019 CALENDAR YEAR BUDGET

**RESOLUTIONS:
CONSENT AGENDA**

R-19:06-190 RESOLUTION AUTHORIZING PAYMENT OF BILLS

- R-19:06-191 RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR AMANDA'S HIDEAWAY IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-192 RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR APPLE NEW JERSEY, LLC IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-193 RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR GLR ENTERPRISES, INC. IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-194 RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR JALC COMPANY, LLC IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-195 RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR PLAZA AZTECA SICKLERVILLE, INC. IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-196 RESOLUTION AUTHORIZING RENEWAL OF PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE FOR SURMUKH SINGH & SONS, LLC IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-197 RESOLUTION AUTHORIZING RENEWAL OF PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE FOR TIMBER CREEK LIQUOR IN THE TOWNSHIP OF GLOUCESTER
- R-19:06-198 RESOLUTION AUTHORIZING REFUNDING OF TAXES
- R-19:06-199 RESOLUTION TO DISALLOW EXEMPTIONS FOR SENIOR CITIZENS AND/OR DISABLED DEDUCTIONS FROM TITLE COMPANIES PER N.J. STATE STATUTE 54:4-3-31
- R-19:06-200 A RESOLUTION TO AFFIRM THE TOWNSHIP'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS, AND VOLUNTEERS
- R-19:06-201 RESOLUTION ESTABLISHING LEGAL DEPOSITORIES FOR THE TOWNSHIP OF GLOUCESTER
- R-19:06-202 RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE FOR A 2019 WHITE GOODS TRUCK WITH PLOW
- R-19:06-203 RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE FOR TWO 2019 3 YARD DUMP TRUCKS WITH PLOWS AND SPREADERS
- R-19:06-204 RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE FOR A 2019 7 YARD DUMP TRUCK WITH PLOW AND SPREADER

R-19:06-205 RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE TOWNSHIP OF GLOUCESTER AND GRANTURK EQUIPMENT CO., INC. FOR A NEW CHASSIS WITH STAND UP RIGHT HAND DRIVE AND 37 YARD RECYCLING BODY

R-19:06-206 RESOLUTION AUTHORIZING RELEASE OF SECURITIES FOR ROYAL FARMS, STORE #322 LOCATED AT 1355 BLACKWOOD CLEMENTON ROAD, BLOCK 20303, LOT 4 IN THE TOWNSHIP OF GLOUCESTER

GT E-GOV ACCESS

PUBLIC PORTION: Public participation, which shall be any item the public chooses to address to the Township Council. Anyone addressing Council may speak one time. Once all those wishing to address Council have had their turns, they may address Council a second time, only if it adds to what was said earlier, not repeating earlier statements.

POLLING OF DIRECTORS

POLLING OF COUNCIL

(If needed)

RESOLUTION TO EXCLUDE THE PUBLIC FROM DISCUSSION OF EXEMPTED SUBJECT MATTER AT A REGULAR OR SPECIAL SESSION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER PURSUANT TO N.J.S.A. 10:4-6 ET SEQ. OF THE OPEN PUBLIC MEETINGS ACT

ADJOURN

**GLOUCESTER TOWNSHIP
PW: 19-03 ONE (1) 2019 WHITE GOODS TRUCK WITH PLOW
BIDS RECEIVED JUNE 19, 2019 @ 10:00 AM**

CONTRACTOR

Hunter Truck Sales & Service

BID PRICE

\$ 193,837.00

Respectfully Submitted,

Michelle Botsford
Office of the Township Clerk

**GLOUCESTER TOWNSHIP
PW: 19-04 TWO (2) 2019 3 YARD DUMP TRUCKS PLOW AND
SPREADER
BIDS RECEIVED JUNE 19, 2019 @ 10:15 AM**

<u>CONTRACTOR</u>	<u>BID PRICE (2 UNITS)</u>	<u>BID PRICE (1 UNIT)</u>
Hunter Truck Sales & Service	\$215,898.00	\$107,949.00

Respectfully Submitted,

Michelle Botsford
Office of the Township Clerk

GLOUCESTER TOWNSHIP
PW: 19-05 ONE (1) 2019 7 YARD DUMP TRUCK PLOW AND SPREADER
BIDS RECEIVED JUNE 19, 2019 @ 10:30 AM

CONTRACTOR

BID PRICE

Hunter Truck Sales & Service

\$173,633.00

Respectfully Submitted,

Michelle Botsford
Office of the Township Clerk

GLOUCESTER TOWNSHIP
PW: 19-06 NEW CHASSIS WITH STAND UP RIGHT HAND DRIVE AND
37 YD RECYCLING BODY
BIDS RECEIVED JUNE 19, 2019 @ 10:45 AM

CONTRACTOR

Granturk Equipment Co., INC.

BID PRICE

\$309,750.00

Respectfully Submitted,

Michelle Botsford
Office of the Township Clerk

O-19-10

ORDINANCE AMENDING CHAPTER 72 OF THE CODE OF THE TOWNSHIP OF GLOUCESTER ENTITLED, "STREETS AND SIDEWALKS"

BE IT ORDAINED by the Township Council of the Township of Gloucester, County of Camden, State of New Jersey that Chapter 72 Article I "Street Encroachments and Openings" of the Code of the Township of Gloucester be and is hereby amended in its entirety as follows:

SECTION 1. Article I - Street Encroachments and Openings

§72-1. Definitions

§72-2. Permit Required

§72-2.1. Moratorium on Openings

§72-2.2. Permits Nontransferable

§72-2.3. Expiration of Permits

§72-3. Application for Permit; Fee; Review by Engineer

§72-4. Deposit, Fees and Guarantees

§72-5. Manner and Progress of Work

§72-6. Performance of Work

§72-7. Emergencies

§72-8. Failure to Perform or Complete Work

§72-9. Liability for Damage

§72-10. Insurance Requirements

§72-12. Violations and Penalties

ARTICLE I - Street Encroachments and Openings

§ 72-1. Definitions.

The following words shall for the purpose of this article be defined and interpreted to have the following meanings:

APPLICANT

Any person who makes an application for a permit.

CLERK

The Clerk of the Township of Gloucester, in the County of Camden.

EMERGENCY

Any unforeseen circumstance or occurrence which constitutes an immediate danger to any person or property.

ENGINEER

The person duly appointed as the Township Engineer for the Township of Gloucester, in the County of Camden.

OPENING

Any excavation or penetration in the surface of any street that may be made by digging into, breaking into or otherwise opening or disturbing the surface of any street.

PERMIT

An authorization in writing issued by the Clerk to an applicant authorizing the applicant to make an opening in a street.

PERMITTEE

Any person to whom a permit has been issued pursuant to an application as provided for in this article.

PERSON

Any natural person, partnership, firm, association, utility, corporation, authority created pursuant to statute, or other entity or municipal entity. The word "person" when used in connection with any provision of this article prescribing a penalty, shall as applied to associations and partnerships, mean the members or partners thereof and as applied to corporations shall mean the officers of the corporations.

STREET

Any public street, public easement, public right-of-way, public highway or public road accepted or maintained by the Township of Gloucester, in the County of Camden, or over which the Township may have acquired jurisdiction by agreement.

SUPERINTENDENT OF PUBLIC WORKS

The person duly appointed Superintendent of Public Works or any person authorized to act as his or her representative.

TOWNSHIP

The Township of Gloucester, in the County of Camden.

§ 72-2. Permit required.

It shall be unlawful for any person to open or make any opening in any street in the Township for any purpose whatsoever without first making an application to the Clerk and obtaining a permit authorizing the opening. A street opening permit is required when any of the following occur:

- A. Excavation, including the digging, displacing, undermining, opening, boring, tunneling, auguring, or in any manner breaking up any street, sidewalk, curb, or area within the Township right-of-way for the purpose of installing utilities or for other trenching operations.
- B. Excavation in or under the surface of any street, installation of any street improvements, construction, removal, or alteration of any improvements which are located within the right-of-way or other public access.
- C. The placement or deposition within the right-of-way of mulch, stone, brick, block, dense graded aggregate or excavated material which obstructs the intended flow of stormwater or public access.
- D. Excluded from the requirement for a street opening permit is the repair or construction of sidewalk or driveway apron, including new. These are to conform to all applicable standards of the Township of Gloucester.
- E. The terms of this article shall not apply to a street in any subdivision, industrial park, or other development approved by the Township Planning Board prior to the Township of Gloucester's acceptance of said street after dedication.

§ 72-2.1. Moratorium on openings.

No permits shall be issued for a period of five (5) years where a pavement has been reconstructed or a period of three (3) years where a pavement has been resurfaced except in cases of emergency. Emergencies shall include utility repairs and any other emergency certified by the Township Council, Construction Code Official, the Township Engineer or Public Works Director.

§ 72-2.2. Permits nontransferable.

Permits are not transferable from one person or entity to another, and the work shall not be made in any area other than the location specifically designated in the permit.

§ 72-2.3. Expiration of permits.

Every permit shall be set to expire after 90 days from issuance or at the end of the period of time designated in the permit. If the permittee shall be unable to complete the work within the specified time, he shall, prior to expiration of the permit, present in writing to the Clerk a request for an extension of time, setting forth therein the reasons for the requested extension. If such an extension is necessary, and not contrary to the public interest, the permittee may be granted additional time by the Township Clerk for the completion of the work upon recommendation of such extension by the Township Engineer.

§ 72-3. Application for permit; fee; review by Engineer.

A. Application for a permit shall be made in duplicate on forms provided by the Township. The application shall state the name of the street proposed to be opened, the exact location of the proposed opening, the length, width and probable depth of the opening, the exact cost of the work, an estimate of the amount of time within which the work will be completed and the street will be restored to a condition as good as it was before commencement of the work, shall be dated and signed by the applicant and shall be accompanied with an application fee in accordance with § 72-4.

B. The Clerk shall within three business days after receipt of the application forward one copy thereof to the Engineer. The Engineer shall within five business days after receipt of said application review the work to be done and either approve or disapprove the application, and if he disapproves shall state his reason or reasons for disapproving in writing. The Engineer shall also make an estimate of the cost of the work to be done and the number of inspections that may be necessary.

C. The applicant shall agree to save the Township, its officers, employees and agents harmless from any and all costs, damages and liabilities which may accrue or be claimed to accrue by reason of any work performed under said permit. The acceptance of any permit under this article shall constitute such an agreement by the applicant whether the same is expressed or not.

D. The applicant shall furnish a certificate of insurance as required by § 72-10 of this article or, in the case of a public utility or authority, furnish a self-insurer certificate issued by the Security Responsibility Bureau of the Division of Motor Vehicles, Department of Law and Public Safety for the State of New Jersey.

E. If it is determined by the Township Engineer and/or Superintendent of Public Works that it is necessary, the applicant shall provide a video or photograph of the proposed opening and surrounding areas to protect the Township and adjoining property owners from damages during construction.

§ 72-4. Deposits, fees and guarantees.

A. If the application and plan conform to the requirements of this article, and the work to be performed is in accordance with the current New Jersey State Highway Specifications, and is approved by the Township Engineer and/or Superintendent of Public Works, the Township Clerk shall issue the permit upon receipt of the following:

- (1) Administration fee: \$50 per application.
- (2) Engineer review fee: \$275 per application.
- (3) Performance and maintenance guaranty: as set forth in Subsection B below.
- (4) Inspection fee: as set forth in Subsection C below.

B. Performance and maintenance guaranty. Prior to the issuance of a permit, the applicant shall deposit a performance and maintenance guaranty as follows:

- (1) Amount. The amount of the guaranty required will be determined by the Township Engineer and/or Superintendent of Public Works and will be set forth on the latest permit application form at the time of the application submission.
 - (a) For any excavation less than or equal to 36 square feet in surface area, the performance guaranty shall be \$1,200, regardless of its location within the right-of-way.
 - (b) For any excavation greater than 36 square feet, the amount shall be computed by the Township Engineer based on the costs for the Township to make the repairs at the wage rates promulgated by the state.
 - (c) An annual blanket bond in the amount of \$10,000 may be posted to avoid the inconvenience and expense of obtaining individual bonds for each permit requested.
- (2) Form. The form of the guaranty shall be subject to the review and approval of the Township Attorney and shall be issued by an institution authorized to transact business in the State of New Jersey.
- (3) Maintenance. The guaranty shall encompass a maintenance guaranty once the permanent restoration has been completed and accepted by the Township. Upon completion of final and

permanent restoration and acceptance by the Township, the performance guaranty will be returned subject to a maintenance guaranty of 50% of the performance guaranty amount being posted. The maintenance guaranty shall remain in effect for a two-year period of time. The guaranty shall be released to the permit holder upon satisfactory completion of all restoration and repairs during the two-year maintenance. The maintenance period shall commence after final inspection of the work performed under the permit and the acceptance of the work by the Township.

(4) Utilities. For all utilities under the jurisdiction of the Board of Public Utilities, a blanket corporate bond acceptable to the Township Attorney in the amount of \$25,000 may be deposited with the Township in full force and effect in lieu of a separate bond for each required permit as surety for the performance and maintenance period. The maintenance period shall be for a period of two years and shall commence after the final inspection of the work performed under the permit and the acceptance of the work by the Township.

C. Inspection fees. Prior to the issuance of a permit, the applicant shall make a deposit for inspection fees in an amount to be determined by the Township Engineer and/or Superintendent of Public Works.

(1) The amount shall be calculated at 5% of the total site improvement cost, including excavation and restoration or based on the number of hours spent by the Township Engineer and/or Superintendent of Public Works to inspect the work covered under the permit, computed at his/her hourly rate, whichever is greater.

(2) In no case shall the amount of inspection escrow be less than \$500. This minimum amount shall be paid on a lump-sum basis.

(3) Inspection escrows greater than \$500 will be paid on a time-and-material basis and any remaining escrow shall be returned to the applicant.

§ 72-5. Manner and progress of work.

A. The permittee shall commence the work within 30 days' time after issuance of the permit and shall continue the work without unnecessary interruption during all usual working hours that weather conditions permit so as to reduce to a minimum the period of time the street is obstructed and to complete the work within a reasonable time and without unnecessary delay.

- B. A minimum of 24 hours' notice to the Township Engineer's Inspector and the Superintendent of Public Works shall be given prior to the commencement of work except in cases of emergency as provided in § 72-7. Five calendar days' notice is required for openings which require traffic detours.
- C. If the work to be undertaken by the permittee is such that it will affect the use of properties abutting or adjoining the project or subsurface installations, including utilities, in the vicinity of the proposed opening, the permittee shall be required to submit evidence in affidavit form that notices were served on the owners and occupants of such properties 50-foot adjacent to the subsurface installation, by door hanger, personally, or by certified mail, return receipt requested, at least three business days prior to the commencement of the work.
- D. The permittee shall display the permit at all times while the work is in progress at a place clearly visible from the location of the work.
- E. The permittee shall guard against damages or injury from any obstructions and excavations by the erection of suitable barriers with warning signs by day to be supplemented by warning lights at night.
- F. No openings shall be done on weekends, Township holidays, or outside the normal working hours of 7:30 a.m. to 4:00 p.m. without the written permission of the Township Engineer and/or Superintendent of Public Works unless in case of emergency. Failure to provide notice as required under § 72-5B and C may result in revocation of the permit and issuance of a stop-work order. If special conditions require work on the weekend, nights or Township holidays, the permittee shall obtain written approval of the Township Engineer and/or Superintendent of Public Works for all overtime costs incurred for inspection of work.
- G. The permittee shall make only 1/2 of any excavation that extends across the full width of the street at any one time and shall properly backfill the excavated half in accordance with the provisions of this article before the other half of the street is opened, so as to minimize the interference with traffic.
- H. The permittee shall, if reasonably possible, avoid the necessity of an excavation across a street by making an excavation on either side of the street and driving a pipe under the street from one excavation to the other so as not to disturb the pavement or surface of the street, but the permittee shall not tunnel under the paved portion of any street, and any tunneling under a street shall constitute an unlawful act and a violation of this article.

§ 72-6. Performance of work.

- A. The permittee shall remove and dispose of all surplus excavation materials and debris.
- B. The permittee shall make all backfills with clear stone dust or bank-run gravel with no stones larger than three inches in diameter. All backfill shall be placed in layers of not more than 12 inches at one time and shall be moistened and thoroughly compacted before placing the next layer of backfill.
- C. No person to whom a permit has been granted shall perform any work in any amount or quantity greater than that specified in the permit, except that upon the approval of the Township Engineer and/or Superintendent of Public Works, additional work may be done under the provisions of the permit in any amount not greater than 10% of the amount specified in the permit. Any deposit deposited in connection with the original permit shall be deemed to cover any such additional work as may be approved pursuant to this section within the limit mentioned herein.
- D. All nonferrous material shall contain a wire or detection device to accurately determine the location after installation.
- E. Final paving.
 - (1) Final paving is to comply with the requirements in the New Jersey Department of Transportation (NJDOT) Standard Specifications for Road and Bridge Construction 2007, as amended by the latest addendum of the NJDOT, herein referred to as NJDOT Standard Specifications. A lesser specification may be allowed after review by the Township Engineer and/or Superintendent of Public Works.
 - (2) Surface restoration.
 - (a) No permittee shall commence final restoration until the Township Engineer and/or Superintendent of Public Works has determined that settlement of the subsurface is complete and the area properly prepared for restoration.
 - (b) The street surface shall be permanently restored 12 inches beyond the excavation on all sides by milling the surface surrounding the excavation to a depth of two inches to extend the surface course restoration. The permanent restoration shall consist of a minimum of six inches of dense graded aggregate, four inches of bituminous stabilized base course and two inches of FABC-1 surface course applied with appropriate tack coat

to the adjacent pavement surface or a pavement cross section consistent to the existing pavement section.

- (c) At the discretion of the Township Engineer and/or Superintendent of Public Works, the surface restoration shall extend the whole width of the travel lane.
- (d) For road openings down the center of the cartway, at the discretion of the Township Engineer and/or Superintendent of Public Works, surface restoration shall extend across the full width of the paved road (both travel lanes).
- (e) The permittee is responsible for the full restoration of the roadway surface, including restriping, installation of raised pavement markings, speed humps and signage.
- (f) Any concrete sidewalks disturbed, damaged or disrupted during the excavation or trench opening shall be replaced with concrete sidewalks conforming to all applicable standards of the Township of Gloucester. In the case of exposed aggregate or other decorative sidewalk, the contractor shall duplicate as close as possible the existing condition.
- (g) Where concrete curbing and/or gutters are disturbed, damaged or removed, curbing and gutters of the exact configuration as the existing shall be constructed. Concrete shall be Portland cement concrete, air-entrained, conforming to the NJDOT Standard Specifications for Class B concrete and shall have a minimum compressive strength of 4,000 pounds per square inch after 28 days.
- (h) All top soiled, seeded or otherwise unpaved areas disturbed in the course of the work shall be top soiled with a minimum thickness of not less than four inches of loam-type topsoil. Fertilizer, lime and other soil conditioners needed to promote the proper growth of grass shall be incorporated and thoroughly worked into the topsoil. Seed or sod of species suitable for growth in the location and environment, and conforming to the requirements of the NJDOT Standard Specifications, shall be placed in all unpaved areas.
- (i) All gravel shoulder areas disturbed during excavation or trench opening shall be restored and graded to provide and maintain the proper flow of drainage and to provide adequate lateral support of the abutting pavement structure. The gravel material shall be soil aggregate, Type I-6, conforming to the requirements of NJDOT Standard

Specifications Section 901. The soil aggregate or gravel shall be a minimum thickness of not less than eight inches compacted thickness.

(j) All concrete drive aprons disturbed during the course of excavation or trench opening shall be replaced in accordance with all applicable standards for concrete drive aprons, as set forth in the Gloucester Township ordinances, and shall be constructed of Portland cement concrete, air-entrained, Class B concrete, having a twenty-eight-day compressive strength of 4,000 pounds per square inch and a minimum concrete thickness of six inches.

(k) Unless this requirement is waived at the time of approval, all restoration of roadway joints are to be thermally fused.

(l) In the event of the failure to restore the street opening properly within a reasonable time after the opening has been made or to maintain the restored street properly for a period of two years from the date of the aforesaid certificate of proper restoration, the Township may, upon five days' notice to the person receiving the permit, undertake the restoration or maintenance work and have recourse to deposit for compensation.

F. Temporary paving. The permittee shall immediately, after completing the work, refill, properly tamp and restore the excavation or opening with a temporary paving cover as follows: 10 inches of compacted gravel (Type 5A) in all areas and two inches of approved bituminous temporary patch material (cold patch) in paved cartways. The temporary paving cover shall be left in place and maintained by the applicant for a minimum of 90 days and a maximum of 120 days, after which the temporary paving cover and required portion of compacted gravel shall be removed and replaced with the final paving required by the Township Engineer and/or Superintendent of Public Works. Improvements to the temporary paving that are deemed necessary due to settlement prior to approval for final paving, shall reset the minimum number of days for temporary paving to be maintained by the permittee to 60 days from the date of repair.

G. Unless written permission is obtained from the Township Engineer and/or Superintendent of Public Works, no permittee shall be allowed permission to cut, break into, excavate or open a street for a greater distance than 300 feet at one time or keep the same open for a period longer than one week. During the entire period the street is being cut, broken into, excavated or opened by the permittee, there shall be provided by the permittee a space at street level of at least 12

feet in width for the purposes of allowing vehicles free and unimpeded use of the same. In no event shall a permit be valid for a period of time in excess of 135 days after its issuance without the written approval of the Township Engineer and/or Superintendent of Public Works.

- H. All cuts, breaks, excavations and openings shall conform in size to the application on which the permit is based and shall be performed in neat, even and rectangular sections. All excavations are to be protected in accordance with applicable local, state, and federal requirements.
- I. If in the opinion of the Township Engineer and/or Superintendent of Public Works, any cut, excavation or opening would be dangerous if left exposed, the permittee shall erect a suitable barrier or railing around the same in such manner as to prevent danger to pedestrians or vehicles and place upon such barrier or railing and upon any building materials and appliances suitable and sufficient warning lights during the period of darkness. In any event, suitable and sufficient warning lights shall be maintained by the permittee during periods of darkness in the vicinity of the cut, excavation or opening. The barriers and lighting shall conform to the Department of Transportation Manual of Uniform Traffic Control Devices and any amendments. In addition to the permittee placing his name and telephone number where he can be reached at all times on the barriers, the permittee shall also notify the Superintendent of Public Works and local municipal authority of the condition of the unfinished excavation and furnish the above with his name and telephone number where he can be reached at all times.

§ 72-7. Emergencies.

In the event of any emergency, and with the approval of the Superintendent of Public Works or the Township Engineer, an opening may be made to repair the condition that created the emergency at once and prior to obtaining a permit, but application for a permit must be made as soon as conveniently possible after the opening and commencement of the work.

§ 72-8. Failure to perform or complete work.

- A. Any permit may be revoked by the Township Council, after notice to the permittee for:
- (1) Violation of any condition of the permit or of any provisions of this article.
 - (2) Violation of any provision of any other applicable ordinance or law relating to the work.
 - (3) Existence of any condition or the doing of any act constituting or creating a nuisance or endangering the lives or properties of others.

B. Written notice of any such violation or condition shall be served upon the permittee or his agent engaged in the work. The notice shall contain a brief statement of the grounds relied upon for revoking the permit. Notice may be given either by personal delivery thereof to the permittee or by certified or registered United States mail addressed to the permittee.

C. The Township may complete the work and deduct the cost thereof from the amount of the deposit, or recover the cost thereof from the permittee and surety company in case a surety bond has been deposited; and the Township may hold the permittee liable for any additional cost or damages resulting from the permittee's failure to so complete the work.

§ 72-9. Liability for damage.

Any person who violates any of the provisions of this article shall be liable to the Township for any damage resulting to any street, curb, gutter, sidewalk or other Township property and for all expenses incurred by the Township in repairing the damage and repairing or removing the source of the damage, and this liability shall be in addition to the penalty described in § 72-12, Violations and penalties.

§ 72-10. Insurance requirements.

Each applicant, prior to receipt of a permit, shall provide the Township with an acceptable certificate of insurance indicating that he is insured against claims for damages for personal injury as well as claims for property damage which may arise from or out of the performance of the work, whether such performance is by himself, his subcontractor or anyone directly or indirectly employed by him. Such insurance shall cover collapse, explosive hazards and underground work by equipment on the street and shall include protection against liability arising from completed operations for a period of time to be determined by the Township Council. The amount of the insurance shall be \$1,000,000 single limit. Public utilities and authorities may be relieved of the obligation of submitting such certificates if they are insured in accordance with the requirements of this article.

§ 72-11. Maps of utility installations; additional information.

A. Every person owning, using, controlling or having an interest in pipes, conduits, ducts or other structures under the surface of any street used for the purpose of supplying or conveying gas, electricity, communication impulses, water or steam to or from the Township or to or from its inhabitants, or for any other purpose, shall file with the Township Engineer within one year

after the adoption of this article accurate information showing the as-built location, size and description of all such installations.

B. Within 30 days after the first day of January of each and every year, such person shall file with the Township Engineer additional information showing installations, including all those made or abandoned during the previous year; provided, however, that if no additions have been made to its installation during the previous year, a utility or authority may file with the Engineer a written statement to that effect within the period of time specified above. A utility or authority may, at its own option, elect to provide additional information throughout the year as it is available rather than proceed as above noted. The Township Engineer may, however, request additional information periodically as may be necessitated by proposed construction or reconstruction of roadways within the Township.

§ 72-12. Violations and penalties.

Any person who violates any provisions of this article shall, upon conviction, be subject to a fine not exceeding \$1,250, imprisonment for a term not exceeding 90 days or a period of community service not exceeding 90 days.

SECTION 2. All ordinances and provisions thereof inconsistent with the provisions of this Ordinance shall be and are hereby repealed to the extent of such inconsistency.

SECTION 3. If any section, subsection or part, clause or phrase of this Ordinance shall be declared invalid by judgment of any court of competent jurisdiction, such section, subsection, part, clause or phrase shall be deemed to be severable from the remainder of the ordinance.

SECTION 4. This Ordinance shall take effect immediately after final passage and publication as required by law.

Introduced: June 24, 2019
Adopted:

President of Council
Orlando Mercado

ATTEST:

Township Clerk

Nancy Power, RMC

Mayor
David R. Mayer

O-19-11

**ORDINANCE OF THE TOWNSHIP COUNCIL OF THE
TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY
TO REPLACE CHAPTER 5 OF THE CODE OF THE TOWNSHIP OF GLOUCESTER
ENTITLED “PERSONNEL POLICY AND PROCEDURES”**

WHEREAS, the Township Council of the Township of Gloucester adopted ordinance O-95-56, and O-17-07, entitled “ORDINANCE OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY PROVIDING FOR THE AMENDMENT TO THE CODE OF THE TOWNSHIP OF GLOUCESTER TO INCLUDE CHAPTER TO THE CODE TO BE KNOWN AS CHAPTER 5, “PERSONNEL POLICY AND PROCEDURE” on November 13, 1995 and February 27, 2017; and

WHEREAS, Chapter 5 -“Personnel Policy and Procedures” has been re-evaluated and re-drafted to reflect current Statutes and laws enacted since its inception, and

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Gloucester that the original Chapter 5 – Personnel Policy and Procedures be and is hereby replaced by the 2019 “Personnel Policy and Procedures”

Introduced: June 24, 2019

Adopted:

ATTEST:

President of Council
Orlando Mercado

Township Clerk, RMC
Nancy Power

Mayor

**RESOLUTION TO AMEND THE 2019 BUDGET OF THE TOWNSHIP OF
GLOUCESTER, COUNTY OF CAMDEN, STATE OF NEW JERSEY**

WHEREAS, the local municipal budget for the year 2019 was approved on the 22th day of April, 2019, and

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

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Gloucester, County of Camden, that the following amendments to the approved budget of 2019 be made:

GENERAL REVENUES

	<u>From</u>	<u>To</u>
1. Surplus Anticipated	\$3,150,000.00	\$3,500,000.00
Total Surplus Anticipated	\$3,150,000.00	\$3,500,000.00
 3. Miscellaneous Revenues - Section A: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Other Special Items		
Tax Abatement in Lieu of Billing	\$1,900,000.00	\$2,000,000.00
Total Section A: Local Revenues (Sheet 4a)	\$4,255,650.00	\$4,355,650.00
 3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Other Special Items		
Sale of Land	\$1,000,000.00	\$100,000.00
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Other Special Items (Sheet 10a)	\$1,996,492.50	\$1,096,492.50
Summary of Revenues (Sheet 11)		
1. Surplus Anticipated (Sheet4, #1)	\$3,150,000.00	\$3,500,000.00
3. Miscellaneous Revenues		
Total Section A: Local Revenues	\$4,255,650.00	\$4,355,650.00
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Other Special Items	\$1,996,492.50	\$1,096,492.50
Total Miscellaneous Revenues	\$13,109,348.59	\$12,309,348.59
5. Subtotal General Revenues (Items 1, 2, 3 and 4)	\$16,459,348.59	\$16,009,348.59
7. Total General Revenues	\$64,288,627.63	\$63,838,627.63

GENERAL APPROPRIATIONS

(A) Operations - within "CAPS"

Insurance:

Employee Group Ins. (Sheet 15a)	\$7,945,000.00	\$7,495,000.00
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	<u>From</u>	<u>To</u>
Total Operations (Item 8 (A)) within "CAPS" (Sheet 17a)	\$47,407,137.00	\$46,957,137.00
Total Operations Including Contingent - within "CAPS" (Sheet 17a)	\$47,407,137.00	\$46,957,137.00
Detail:		
Other Expenses (Including Contingent)	\$21,642,470.00	\$21,192,470.00
 (H-1) Total General Appropriations for Municipal Purposes within "CAPS" (Sheet 19)	 \$54,549,637.00	 \$54,099,637.00
(L) Subtotal General Appropriations {Items H-1 and O} (Sheet 29)	\$63,446,136.59	\$62,996,136.59
9. Total General Appropriations	\$64,288,627.63	\$63,838,627.63
 SUMMARY OF APPROPRIATIONS (Sheet 30)		
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	\$54,549,637.00	\$54,099,637.00
Total General Appropriations	\$64,288,627.63	\$63,838,627.63

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services for certification of the local municipal budget so amended.

It is hereby certified that this is a true copy of a resolution amending the budget, adopted by the Township Council on the 24th day of June, 2019.

Adopted: June 24, 2019

Orlando Mercado
President of Council

Nancy Power
Township Clerk, RMC

R-19:05-155

**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE
TOWNSHIP OF GLOUCESTER, COUNTY OF CAMDEN, STATE
OF NEW JERSEY, ADOPTING THE 2019 CALENDAR YEAR
BUDGET**

WHEREAS, Township Council of the Township of Gloucester has previously introduced and approved the 2019 Calendar Year Budget; and

WHEREAS, Township Council of the Township of Gloucester has followed the laws of the State of New Jersey regarding the introduction, first reading, properly advertising for and the scheduling of a public hearing; and

WHEREAS, Township Council of the Township of Gloucester has received approval from the Department of Community Affairs, Division of Local Government Services, and State of New Jersey for the Calendar Year 2019 Budget.

NOW, THEREFORE BE IT RESOLVED and approved that the 2019 Calendar Year Budget be and is hereby adopted as submitted and approved.

Public Hearing on: May 29, 2019
Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

RESOLUTION AUTHORIZING PAYMENT OF BILLS

BE IT RESOLVED BY THE Township Council of the Township of Gloucester, in the County of Camden, that the following bills are approved by the Township Council in accordance with the provisions of Ordinance 0-82-16 and certified by the Chief Financial Officer that the claims are proper obligation of the township, that adequate funds are available to honor these claims in the account indicated and the claim should be paid:

<u>CURRENT ACCOUNT</u>	
Per attached computer readout of the claims presented in the amount of	\$ 636,589.18
<u>CAPITAL ACCOUNT</u>	
Per attached computer read out of the claims presented in the amount of	\$ 313,334.00
<u>DEVELOPERS ESCROW</u>	
Per attached computer read out of the claims presented in the amount of	\$ 1,297.50
<u>TRUST</u>	
Per attached computer readout of the claims presented in the amount of	\$ 51,930.67
<u>ANIMAL</u>	
Per attached computer readout of the claims presented in the amount of	\$ 700.89
<u>MANUAL CHECKS</u>	
Per attached computer readout of the claims presented in the amount of	\$ 295,549.37

Adopted: June 24, 2019

ATTEST:

Council President
Orlando Mereado

Township Clerk, RMC
Nancy Power

R-19:06-191

RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR AMANDA'S HIDEAWAY IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Consumption Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
Amandas Hideaway	Amanda's Bar None	0415-33-009-010

WHEREAS, application for renewal has been properly advertised by the Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of Retail Consumption Liquor License in the Township of Gloucester.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of Retail Consumption Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR APPLE NEW JERSEY, LLC IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Consumption Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
Apple New Jersey, LLC	Applebee’s Neighborhood Grill & Bar	0415-33-031-009

WHEREAS, application for renewal has been properly advertised by the Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of Retail Consumption Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of Retail Consumption Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township of Gloucester
Nancy Power

R-19:06-193

RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR GLR ENTERPRISES, INC. IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Consumption Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
GLR Enterprises Inc.	Filomena Cucina Italiana	0415-33-001-010

WHEREAS, application for renewal has been properly advertised by the Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of Retail Consumption Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of Retail Consumption Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-194

RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR JALC COMPANY, LLC IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Consumption Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
JALC Company LLC	The Palace The Keep	0415-33-015-007

WHEREAS, application for renewal has been properly advertised by the Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of Retail Consumption Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of Retail Consumption Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-195

RESOLUTION AUTHORIZING RENEWAL OF RETAIL CONSUMPTION LIQUOR LICENSE FOR PLAZA AZTECA SICKLerville, INC. IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Consumption Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
Plaza Azteca Sicklerville Inc.	Plaza Azteca Mexican Restaurant	0415-33-008-009

WHEREAS, application for renewal has been properly advertised by the Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of Retail Consumption Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of Retail Consumption Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

RESOLUTION AUTHORIZING RENEWAL OF PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE FOR SURMUKH SINGH & SONS, LLC IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Distribution Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
Surmukh Singh & Sons, LLC	Glen Oaks Liquors	0415-44-005-010

WHEREAS, application for renewal has been properly advertised by Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of a Plenary Retail Distribution Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of a Plenary Retail Distribution Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-197

RESOLUTION AUTHORIZING RENEWAL OF PLENARY RETAIL DISTRIBUTION LIQUOR LICENSE FOR TIMBER CREEK LIQUOR IN THE TOWNSHIP OF GLOUCESTER

WHEREAS, the following has made application for renewal of a Retail Distribution Liquor License in the Township of Gloucester:

NAME	TRADING AS	LICENSE NO.
Timber Creek Liquor	Timber Creek Liquor	0415-44-032-008

WHEREAS, application for renewal has been properly advertised by Alcoholic Beverage Control, and

WHEREAS, no written objections have been filed, and

WHEREAS, the Township Council of the Township of Gloucester has no objections and furthermore is not aware of any circumstances or provisions of law or local ordinance which would prohibit the renewal of a Plenary Retail Distribution Liquor License in the Township of Gloucester,

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Gloucester, County of Camden that the application for renewal of a Plenary Retail Distribution Liquor License is hereby granted and that the Township Clerk is hereby authorized to execute the necessary documents and certificates effective July 1, 2019.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-198

RESOLUTION AUTHORIZING REFUNDING OF TAXES

BE IT RESOLVED, by the Township Council of the Township of Gloucester to authorize the refunding of the following credit balances:

BLOCK	LOT	NAME AND ADDRESS	YEAR	AMOUNT	REASON
19701	6	Charles Faulk 134 St. Moritz Drive Sicklerville, NJ 08081	2019	\$608.46	Overpayment

ADOPTED: June 24, 2019

President of Council
Orlando Mercado

Township Clerk, RMC
Nancy Power

**RESOLUTION TO DISALLOW EXEMPTIONS FOR SENIOR CITIZENS AND/OR
DISABLED
DEDUCTIONS FROM TITLE COMPANIES PER N.J. STATE STATUTE 54:4-3-31**

BE IT RESOLVED, by the Township Council of the Township of Gloucester that the Tax Collector is hereby authorized to disallow all or a portion of the allowance for senior citizen and/or disabled deductions for the Tax Year 2018/2019 per State Statute 54:4-3-31 as follows:

YEAR	BLOCK	LOT	NAME	AMOUNT
2018	4707	4	Hand	142.47
2018	20803	29	Mastrando	119.00
2019	18603	11	Schanz	250.00
2019	9104	9	Weiserth	250.00
2019	1501	4	Cooper	250.00
2019	19902	4	Pietrafitta	250.00
2019	16103	3	Satriano	250.00

ADOPTED: June 24, 2019

President of Council
Orlando Mercado

Township Clerk, RMC
Nancy Power

**A RESOLUTION TO AFFIRM THE TOWNSHIP'S CIVIL RIGHTS POLICY
WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES,
PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT
CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO
CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS, AND
VOLUNTEERS**

WHEREAS, it is the policy of the Township of Gloucester to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the governing body of the Township of Gloucester has determined that certain procedures need to be established to accomplish this policy; and

NOW, THEREFORE BE IT RESOLVED, by the Township Council, of the Township of Gloucester that:

Section 1: No official, employee, appointee or volunteer of the township by whatever title known, or any entity that is in any way a part of the township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the township's business or using the facilities or property of the township.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the township to provide services that otherwise could be performed by the township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Mayor or designee shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Mayor or designee shall establish written procedures that require all officials, employees, appointees and volunteers of the township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Mayor or designee shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Mayor or designee shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the township's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the township in order for the public to be made aware of this policy and the local township's commitment to the implementation and enforcement of this policy.

ADOPTED: June 24, 2019

President of Council
Orlando Mercado

Township Clerk, RMC
Nancy Power

Model General Complaint Procedure:

Any individual who observes alleged wrongdoing on the part of officials, employees, or volunteers associated with the township may report such action using this procedure. This includes any action the individual believes to constitute harassment, sexual harassment, or any other wrongdoing. Employees of the township shall follow the Employee Complaint Procedure. All other individuals including volunteers and members of the public may report the alleged wrongdoing to the head of the applicable department or volunteer organization, or, if they prefer, or do not think that the matter can be discussed with the head of the applicable department or organization, they should contact the Mayor or designee.

Reporting of such incidents is encouraged when an individual feels that he or she is subject to such incidents, or observes such incidents in reference to other individuals. The report or complaint should be in writing, but individuals may make a verbal complaint at their discretion. If an individual has any questions about what constitutes harassment, sexual harassment, or any other workplace wrongdoing, they may ask their supervisor or one of the individuals listed above. All reports of harassment, sexual harassment, or other wrongdoing will be promptly investigated by a person who is not alleged to be involved in the alleged harassment or wrongdoing.

No individual will be penalized in any way for reporting a complaint. There will be no discrimination or retaliation against any individual who files a good-faith harassment complaint, even if the investigation produces insufficient evidence to support the complaint, and even if the charges cannot be proven. There will be no discrimination or retaliation against any other individual who participates in the investigation of a complaint.

If the investigation substantiates the complaint, appropriate corrective and/or disciplinary action will be swiftly pursued. Disciplinary action up to and including discharge will also be taken against individuals who make false or frivolous accusations, such as those made maliciously or recklessly. Actions taken internally to investigate and resolve harassment complaints will be conducted confidentially to the extent practicable and appropriate in order to protect the privacy of persons involved. Any investigation may include interviews with the parties involved in the incident, and if necessary, with individuals who may have observed the incident or conduct or who have other relevant knowledge. The complaining individual will be notified of a decision at the conclusion of the investigation within a reasonable time from the date of the report an incident.

R-19:06-201

**RESOLUTION ESTABLISHING LEGAL DEPOSITORIES FOR
THE TOWNSHIP OF GLOUCESTER**

WHEREAS, it is necessary that legal depositories of the funds of Gloucester Township be designated for the year 2019 as established in resolution R-19:01-021; and

WHEREAS, it is necessary to add an additional legal depository of the funds of Gloucester Township be designated for the year 2019 as established; and

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Gloucester, County of Camden, that the following banking institution be and is hereby designated as a legal depository of funds of the Township of Gloucester, County of Camden, for the year 2019.

William Penn Bank
701 Erial Road
Pine Hill, NJ 08021

Adopted: June 24, 2019

President Council
Orlando Mercado

Township Clerk, RMC
Nancy Power

R-19:06-202

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE
FOR A 2019 WHITE GOODS TRUCK WITH PLOW**

WHEREAS, the Township Council of the Township of Gloucester, County of Camden, determined that there is a need for a 2019 White Goods Truck with Plow, and

WHEREAS, sufficient funds have been provided, and

WHEREAS, the Township Council received bids or quotes

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester that the proper Township Officials are hereby authorized to enter into an agreement with Hunter Truck Sales & Service in the amount of \$193,837.00 which was the lowest bid or quote received.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-203

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE
FOR TWO 2019 3 YARD DUMP TRUCKS WITH PLOWS AND SPREADERS**

WHEREAS, the Township Council of the Township of Gloucester, County of Camden, determined that there is a need for two 2019 3 Yard Dump Trucks with Plows and Spreaders, and

WHEREAS, sufficient funds have been provided, and

WHEREAS, the Township Council received bids or quotes

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester that the proper Township Officials are hereby authorized to enter into an agreement with Hunter Truck Sales & Service in the amount of \$215,898.00 which was the lowest bid or quote received.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-204

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE TOWNSHIP OF GLOUCESTER AND HUNTER TRUCK SALES & SERVICE
FOR A 2019 7 YARD DUMP TRUCK WITH PLOW AND SPREADER**

WHEREAS, the Township Council of the Township of Gloucester, County of Camden, determined that there is a need for a 2019 7 Yard Dump Truck with Plow and Spreader, and

WHEREAS, sufficient funds have been provided, and

WHEREAS, the Township Council received bids or quotes

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester that the proper Township Officials are hereby authorized to enter into an agreement with Hunter Truck Sales & Service in the amount of \$173,633.00 which was the lowest bid or quote received.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-205

**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN
THE TOWNSHIP OF GLOUCESTER AND GRANTURK EQUIPMENT CO., INC FOR
A NEW CHASSIS WITH STAND UP RIGHT HAND DRIVE AND 37 YARD
RECYCLING BODY**

WHEREAS, the Township Council of the Township of Gloucester, County of Camden, determined that there is a need for a New Chassis with Stand Up Right Hand Drive and 37 Yard Recycling Body, and

WHEREAS, sufficient funds have been provided, and

WHEREAS, the Township Council received bids or quotes

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester that the proper Township Officials are hereby authorized to enter into an agreement with GranTurk Equipment Co., INC. in the amount of \$309,750.00 which was the lowest bid or quote received.

Adopted: June 24, 2019

President of Council
Orlando Mercado

ATTEST:

Township Clerk, RMC
Nancy Power

R-19:06-206

**RESOLUTION AUTHORIZING RELEASE OF SECURITIES FOR ROYAL FARMS,
STORE #322 LOCATED AT 1355 BLACKWOOD CLEMENTON ROAD, BLOCK 20303,
LOT 4 IN THE TOWNSHIP OF GLOUCESTER**

WHEREAS, Royal Farms, Store #322 located at 1355 Blackwood Clementon Road, Block 20303, Lot 4 has supplied the Township of Gloucester with securities covering this project; and

WHEREAS, the Engineer has inspected this project and has given his report to the Township Council of the Township of Gloucester; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Gloucester that the release of the Performance Safety and Stabilization Guarantee established in the amount of \$5,000.00 be released contingent upon the securities outlined in resolution R-19:06-164.

Adopted: June 24, 2019

President of Council
Orlando Mercado

Township Clerk, RMC
Nancy Power