

**Please Note: Agenda is subject to change**

**CINNAMINSON TOWNSHIP COMMITTEE  
WORK SESSION AGENDA  
Monday, May 6, 2024  
6:30 p.m. Work Session**

**CALL TO ORDER:**

**FLAG SALUTE:**

**VERIFICATION:**

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 8, 2024.

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

**ORDINANCE INTRODUCTION**

**Ordinance 2024 – 7** Ordinance Regulating Removal of Trees on Private Property and Amending Chapter 450 of the Township Code, Entitled “Trees” (to be published in the Burlington County Times. Public hearing will be May 20, 2024.)

**CONSENT AGENDA:**

**Resolution 2024 – 67** Authorize Conveyance of 810 South Belleview Avenue and 816 South Belleview Avenue to Habitat for Humanity

**Resolution 2024 – 68** Authorize Agreement with Emergency Accessories and Installations for Purchase of Equipment for Police Vehicles through State Contract

**Resolution 2024 – 69** Authorize Agreement with Atlantic Tactical for Purchase of Firearms through State Contract

**Resolution 2024 – 70** Authorize Change Order, Final Payment and Release of Performance Bond for Glenview Drive Drainage Improvement Project

**Resolution 2024 – 71** Authorize Temporary Parking for St. Charles Carnival

**Raffles** Moorestown Community House Inc. (06/17/2024)

**END OF CONSENT AGENDA**

**PUBLIC COMMENT ON CONSENT AGENDA ONLY:**

**APPROVAL OF MINUTES:**

April 15, 2024

**APPROVAL OF BILLS:**

**STAFF AND PROFESSIONAL COMMENTS:**

**PUBLIC COMMENT:**

**COMMITTEE COMMENT:**

**EXECUTIVE SESSION:**

**Resolution 2024 – 72** Authorizing Executive Session regarding the following –

Personnel Matters  
Attorney Client Matters  
Contractual Matters

**ADJOURNMENT:**

Next Meeting: Monday, May 20, 2024 at 6:30 pm

**TOWNSHIP OF CINNAMINSON  
RESOLUTION NO. 2024 – 67**

**RESOLUTION AUTHORIZING CONVEYANCE OF 810 S. BELLEVIEW AVENUE  
AND 816 S. BELLEVIEW AVENUE TO HABITAT FOR HUMANITY**

**WHEREAS**, the New Jersey Supreme Court and the New Jersey Legislature have recognized and mandated in So. Burl. Co. NAACP v. Mount Laurel, 92 N.J. 158 (1983) ("Mount Laurel II") and the Fair Housing Act, i.e. N.J.S.A. 52:27D-301, *et seq.* ("FHA") that every municipality in New Jersey has an affirmative obligation to facilitate the provisions of affordable housing; and

**WHEREAS**, on November 16, 2020, the Township of Cinnaminson entered into an Amended Settlement Agreement with Fair Share Housing Center which set forth its Amended Third Round Affordable Housing obligations, which Amended Settlement Agreement was approved by the Court; and

**WHEREAS**, on January 11, 2021, The Honorable Jeanne T. Covert, A.J.S.C. conducted an Amended Fairness and Compliance Hearing, and determined that the Township of Cinnaminson is in compliance with its' obligations to provide a realistic opportunity for the development of housing affordable to low and moderate income households as defined by the Mount Laurel Doctrine; and

**WHEREAS**, on October 19, 2020 and per Resolution 2020-120, in order to meet its Amended Third Round Affordable Housing obligations, the Township of Cinnaminson entered into a Memorandum of Understanding (MOU) with Habitat for Humanity for the construction of 4 to 6 affordable housing units; and

**WHEREAS**, the Township of Cinnaminson and Habitat for Humanity are parties to an Affordable Housing Agreement dated February 4, 2021 wherein the Township will convey to

Habitat for Humanity: (1) the property located at 816 S. Bellevue Avenue, known as Tax Block 423, Lot 13, to construct two (2) new duplexes on two (2) adjoining newly created lots (a total of two (2) duplexes (a total of four (4) homes)), available to low- or moderate-income households and credit-worthy towards the Township's Third Round new construction obligation, and (2) the property located at 810 S. Bellevue, known as Tax Block 423, Lot 14, adjacent to the 816 S. Bellevue Site in which the parties intended to add 810 S. Bellevue to the Bellevue Site (the "Property") in order for Habitat to construct said duplexes; and

**WHEREAS**, the Cinnaminson Township Planning Board granted major subdivision approval to subdivide 816 S. Bellevue Avenue, Block 423, Lot 13 into four (4) new lots pursuant to Resolution PB No. 2023-7, which approval period was extended via Resolution PB No. 2024-8; and

**WHEREAS**, the Cinnaminson Township Planning granted minor subdivision approval to subdivide 810 S. Bellevue Avenue, Block 423, Lot 14 into two (2) new lots pursuant to Resolution PB No. 2023-8, which approval period was extended via Resolution 2024-7; and

**WHEREAS**, to effectuate the subdivisions of the Property, the Township of Cinnaminson recorded the subdivision for the Properties by plat at the Burlington County Clerk's office, Book OR13713, Page 7010 and Book OR13713, Page 7206 respectively; and

**WHEREAS**, to further effectuate the subdivision and conveyance of the Properties to Habitat for Humanity, the Township of Cinnaminson wishes to record Confirmatory Deeds and Deeds of Conveyance for the Properties;

**WHEREAS**, the Township of Cinnaminson believes conveyance of the Property to Habitat for Humanity is in the public interest and will facilitate its affordable housing obligations;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cinnaminson, County of Burlington, State of New Jersey on this 6<sup>th</sup> day of May, 2024, that:

1. The Mayor and Clerk are hereby authorized to execute the Deeds of Conveyance to Habitat for Humanity for the newly created lots, as necessary to effectuate conveyance of 810 S. Belleview and 816 S. Belleview to Habitat pursuant to the aforementioned Agreements.
2. A certified true copy of this Resolution shall be filed by the Municipal Clerk.

**CINNAMINSON TOWNSHIP COMMITTEE**

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 6<sup>th</sup> day of May, 2024.*

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*Lisa A. Passione, Municipal Clerk*

4883-9966-2522, v. 1

TOWNSHIP OF CINNAMINSON

RESOLUTION 2024 – 68

**AUTHORIZING PURCHASE OF EMERGENCY EQUIPMENT FOR POLICE VEHICLES THROUGH APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a**

**Whereas**, the Township of Cinnaminson, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**Whereas**, the Township of Cinnaminson has the need on a timely basis to purchase goods or services utilizing State contracts; and

**Whereas**, the Township of Cinnaminson intends to enter into a contract with Emergency Accessories & Installations, 770 Cuthbert Blvd, Cherry Hill, NJ through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**Now, Therefore, Be It Resolved**, that the Township of Cinnaminson authorizes the Purchasing Agent to purchase certain goods or services from Emergency Accessories & Installations, 770 Cuthbert Blvd, Cherry Hill, NJ State Contract # 20-Fleet-00768, expiration date of May 13, 2024 pursuant to all conditions of the individual State contracts as follows:

2024 Ford Expedition Unmarked	(\$14,939.00)
2024 Police Expedition Marked (2)	(\$37,909.08)

Total Cost – Fifty Two Thousand Eight Hundred Forty Eight Dollars and Eight Cents (\$52,848.08)

**Be It Further Resolved**, that the governing body of the Township of Cinnaminson pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 6<sup>th</sup> day of May, 2024.*

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

**CERTIFICATION**

I, Julia Edmondson, Chief Financial Officer of the Township of Cinnaminson, certify that funds are available for this contract in account # \_\_\_\_\_ in the amount of  
\$52,848.08.

\_\_\_\_\_  
Julia Edmondson  
Chief Financial Officer

TOWNSHIP OF CINNAMINSON

RESOLUTION 2024 – 69

**AUTHORIZING PURCHASE OF FIREARMS AND EQUIPMENT  
THROUGH APPROVED STATE CONTRACT VENDORS  
FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a**

**Whereas**, the Township of Cinnaminson, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**Whereas**, the Township of Cinnaminson has the need on a timely basis to purchase goods or services utilizing State contracts; and

**Whereas**, the Township of Cinnaminson intends to enter into a contract with Atlantic Tactical, 7970 State Road, Philadelphia, PA through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**Now, Therefore, Be It Resolved**, that the Township of Cinnaminson authorizes the Purchasing Agent to purchase certain goods or services from Atlantic Tactical, 7970 State Road, Philadelphia, PA State Contract # 17-Fleet-00732 and 17-Fleet-00787, expiration dates of May 13, 2024 pursuant to all conditions of the individual State contracts in the amount of Fifty Thousand Six Hundred Eighty Five dollars and Ninety Eight Cents (\$50,685.98):

**Be It Further Resolved**, that the governing body of the Township of Cinnaminson pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 6<sup>th</sup> day of May, 2024.*

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

**CERTIFICATION**

I, Julia Edmondson, Chief Financial Officer of the Township of Cinnaminson, certify that funds are available for this contract in account # \_\_\_\_\_ in the amount of

\_\_\_\_\_ \$50,685.98 \_\_\_\_\_.

\_\_\_\_\_  
Julia Edmondson  
Chief Financial Officer

**TOWNSHIP OF CINNAMINSON**

**RESOLUTION 2024 – 70**

**APPROVING CHANGE ORDER AND FINAL PAYMENT FOR  
GLENVIEW DRIVE DRAINAGE IMPROVEMENTS**

**WHEREAS**, the Township awarded the Glenview Drive Drainage Improvements Project to Earle Asphalt Company; and

**WHEREAS**, the Township Engineer has confirmed that the project is now substantially complete as set forth in the copy of the Engineer’s letter dated April 26, 2024 annexed hereto as Exhibit “A”; and

**WHEREAS**, Change Orders are required to adjust the contract cost which decreased the total cost of the contract; and

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

1. Change Order #1 is approved for the Glenview Drive Drainage Improvements Project (“Project”) decreasing the cost of the Project \$5,710.35 from \$116,713.13 to \$111,002.78
2. The Township Engineer recommends and the Township Committee authorizes release of the performance guarantee in the amount of \$116,713.13 is hereby approved subject to payment of all charges for Township professional services.
3. Posting of a two-year maintenance guarantee in the amount of \$111,002.78.
4. Final Payment Certificate No. 2 in the amount of \$ 22,227.39 ((\$20,415.65 final payment, (\$1,811.74 retainage) is authorized for payment.
5. The aforementioned release is subject to the review and approval of all requisite documents by the Township solicitor.
6. The Township Administrator, Chief Financial Officer and Municipal Clerk are authorized to execute any and all documents necessary in the fulfillment of this Resolution.

**CINNAMINSON TOWNSHIP COMMITTEE**

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 26<sup>th</sup> day of June, 2024.*

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*Lisa A. Passione, Municipal Clerk*

**TOWNSHIP OF CINNAMINSON**

**RESOLUTION 2024 – 71**

**AUTHORIZE TEMPORARY PARKING FOR THE  
ST. CHARLES CARNIVAL**

**WHEREAS**, it has been determined that a safety hazard exists on the street known at St. Charles Place during the week of the St. Charles Carnival; and

**WHEREAS**, Cinnaminson Township Committee agreed that Temporary Parking during that time frame will protect the safety of the residents.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Cinnaminson, County of Burlington and State of New Jersey, that the Traffic Safety Coordinator is hereby authorized to take temporary parking measures to ensure the safety of the residents of St. Charles Place from Monday, June 13 to Saturday, June 18, 2024, 12:00 Noon to 12:00 Midnight.

**BE IT FURTHER RESOLVED** that there will be No Parking as follows:

- on the Northeast Side of the Entrance of St. Charles Place
- around the inside of the circle on St. Charles Place as posted
- on Susan Drive from Branch Pike to Cambridge Drive (Both Sides)
- on Pomona Road from Riverton Road to Branch Pike (Both Sides)
- on Cambridge Drive from Pomona Road to Susan Drive (South Curb)

Handicapped Parking will be on Branch Pike directly in front of St. Charles Borromeo Church where marked by Handicapped Parking Signs

*Certified to be a true copy of a Resolution adopted by the Cinnaminson Township Committee on the 6<sup>th</sup> day of May, 2024*

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*Lisa A. Passione, RMC  
Municipal Clerk*



**CINNAMINSON TOWNSHIP**

**RESOLUTION 2024 – 72**

**AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

**WHEREAS**, the Cinnaminson Township Committee has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

**WHEREAS**, the regular meeting of this Committee will reconvene at the conclusion of closed session, at approximately \_\_\_\_\_ p.m. this evening.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public (Provision relied upon: \_\_\_\_\_);

\_\_\_\_\_ Any matter in which the release of information would impair a right to receive funds from the federal government;

\_\_\_\_\_ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy;

\_\_\_\_\_ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body (Specify contract: \_\_\_\_\_);

\_\_\_\_\_ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

\_\_\_\_\_ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

\_\_\_\_\_ Any investigations of violations or possible violations of the law;

Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer (If pending or anticipated litigation, the matter is: \_\_\_\_\_ )

(If contract negotiation the nature of the contract and interested party is \_\_\_\_\_ )

*Under certain circumstances, if public disclosure of the matter would have a potentially*

*negative impact on the Township's position in the litigation or negotiation, this information may be withheld until such time that the matter is concluded or the circumstances no longer present a potential impact);*

X Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting (Subject to the balancing of the public's interest and the employee's privacy rights under *South Jersey Publishing*, 124 N.J. 478, the employee(s) and \_\_\_\_\_ nature \_\_\_\_\_ of \_\_\_\_\_ discussion \_\_\_\_\_ is \_\_\_\_\_);

Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

**BE IT FURTHER RESOLVED** that the Township Committee hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Township Solicitor advises the Committee that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Township or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Township Committee, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Municipal Clerk to take the appropriate action to effectuate the terms of this resolution.