

**Borough of Mount Ephraim**

**April 27, 2021, Caucus Agenda, 3:00pm, Zoom meeting**

**•CAUCUS MEETING CALL TO ORDER/FLAG SALUTE:**

Time: \_\_\_\_\_

**•ROLL CALL:**

Commissioner Gies \_\_\_\_\_ Commissioner Wolk \_\_\_\_\_ Mayor Tovinsky \_\_\_\_\_

**•“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT**

*“Notice of this remote meeting was published in accordance with the Open Public Meetings Act and pursuant to Executive Order No. 107, signed by Governor Murphy on March 21, 2020, due to the COVID-19 state of emergency, and per the guidance issued by the Department of Community Affairs, Division of Local Government Services.”*

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**•OPEN PUBLIC PORTION: Mayor Tovinsky will open the public portion of the meeting**

*(Please state name and address for the record. Comments are limited to five minutes.)*

*Motion to close public portion:* \_\_\_\_\_

**•DEPARTMENTAL REPORTS/DISCUSSIONS**

**►Fire Department: Chief Holmes will report**

1. Discuss apparatus replacement
2. Possible ordinance amendment to charge for hazardous material clean-up costs

**►Public Works, Planning, Zoning and Construction:**

3. IBEW contract expires June 30—initial meeting to be set-up to begin discussions for a successor agreement. IBEW will be sending a letter to the Borough.

**►Police Department: Chief Conte will report**

4. Police Department hosting blood drive on June 15
5. Final decision and quote received for body-worn cameras
6. Upgrade to internet in preparation for cameras
7. Memorial Day services? Chief will reach out to VFW for their thoughts.

**►Finance: Paul Thomas will report**

8. Introduction of bond ordinance—additional funding for Sacred Heart purchase
9. Public hearing on 2021 municipal budget

**►Administration: Clerk Shannon will report**

10. EEOC resolution—will be on the commission agenda
11. Resolution authorizing budget to be read by title will be on commission agenda



12. RFQ's for professional services—resolution on this agenda
13. Resolution to refund overpayment of taxes will be on commission agenda

**•Review of items for May 6, 2021, Commission meeting agenda**

Ordinance for public hearing and adoption:

2021-05            Adding Chapter 340, Smoking and Vaping on Public Property, to the  
Borough Code

Ordinance for introduction on first reading:

2021-06            Bond ordinance for environmental costs related to purchase of Sacred  
Heart Church properties

Resolutions—

- ♦Authorizing the Budget to be Read by Title at Time of Public Hearing
- ♦EEOC Resolution
- ♦Change Order No. 3-Final for the Bell Road Project
- ♦Award of contract for Linden Avenue project

Public Hearing on 2021 Municipal Budget

- ♦Resolution to Adopt the 2021 Budget

**•ENGINEER'S REPORT: Greg Fusco will review monthly report**

**•SOLICITOR**

**•REPORTS FROM COMMISSIONERS**

- ♦Commissioner Gies will discuss marijuana legislation
- ♦Discuss Memorial Day services and July 4 parade

**•ACTION ITEM—RESOLUTIONS FOR APPROVAL BY CONSENT AGENDA**

Res. 21-39    Authorizing Advertisement for RFQ's for Selection of Professionals under a Fair  
and Open Process

Res. 21-40    Authorizing a Closed Session to Discuss Attorney/Client Privileged or Contractual  
Matters

Motion to approve consent agenda: \_\_\_\_\_ 2nd \_\_\_\_\_ Poll Vote: \_\_\_\_\_

Motion to adjourn to closed session: \_\_\_\_\_ 2nd \_\_\_\_\_ Time: \_\_\_\_\_

**•MOTION TO RETURN TO OPEN SESSION AND ADJOURN MEETING**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ All in favor: \_\_\_\_\_ Time: \_\_\_\_\_



**RESOLUTION NO. 21-39**

**AUTHORIZING ADVERTISEMENT FOR RFQ's FOR SELECTION OF PROFESSIONALS  
UNDER A FAIR AND OPEN PROCESS**

**WHEREAS**, pursuant to the Fair and Open process (N.J.S.A. 19:44A-1 et seq.) municipalities may issue Requests for Qualifications and Proposals to select various professional services required to maintain operations; and

**WHEREAS**, it has been determined that seeking requests for qualifications and proposals from professionals would serve the best interests of the Borough of Mt. Ephraim;

**NOW, THEREFORE**, be it resolved by the Board of Commissioners of the Borough of Mount Ephraim that the Clerk is authorized to advertise for Requests for Qualifications and Proposals under the Fair and Open process (N.J.S.A. 19:44A-1 et seq.) to be received and opened by the Clerk at the Borough Hall, 121 S. Black Horse Pike, Mt. Ephraim, NJ 08059 at a date and time to be determined by the Clerk for the following professional services:

Auditing by a Registered Municipal Accountant or firm  
Municipal Solicitor by a licensed Attorney or firm  
Bond Council by a licensed Bond Attorney or firm  
Municipal Engineer  
Insurance Risk Manager  
Planning Board Solicitor  
Planning Board Engineer  
Financial Consultant

**BOROUGH OF MOUNT EPHRAIM**  
**April 27, 2021**

By: \_\_\_\_\_  
Joseph E. Wolk, Mayor

Attest: \_\_\_\_\_  
Terry Shannon, Borough Clerk

**CERTIFICATION**

I hereby certify that the forgoing resolution was adopted at a regular meeting of the Board of Commissioners of the Borough of Mt. Ephraim on April 27, 2021.

\_\_\_\_\_  
Terry Shannon  
Municipal Clerk



**RESOLUTION NO. 21-40**

**AUTHORIZING A CLOSED SESSION TO DISCUSS ATTORNEY/CLIENT PRIVILEGED,  
PERSONNEL AND/OR CONTRACT MATTERS**

**BE IT RESOLVED** by the Board of Commissioners of the Borough of Mount Ephraim, that the April 27, 2021, Caucus Meeting will adjourn for a Closed Session to discuss attorney/client privileged litigation matters; and

**BE IT FURTHER RESOLVED** by the Board of Commissioners that no formal action will be taken at this Closed Session.

**BOROUGH OF MOUNT EPHRAIM  
April 27, 2021.**

**CERTIFICATION**

I hereby certify this to be a true copy of a resolution approved by the governing body of the Borough of Mount Ephraim at the caucus meeting held April 27, 2021.

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Terry Shannon  
Borough Clerk