

**BOROUGH OF WOODLYNNE COUNCIL MEETING**  
**May 13, 2021**

- 1) Call to Order
- 2) Flag Salute
- 3) Statement for the Minutes:

Public Notice of this meeting pursuant to the "Open Public Meetings Act" was originally provided in the following manner:

- 1) By e-mailing written notice to the Courier Post and Retrospect on May 3, 2021;
- 2) By posting written notice on the Official Bulletin Board at the Municipal Building on May 3, 2021; and
- 3) By filing written notice with the Clerk of the Borough of Woodlynne on May3, 2021.

Public Notice of the "electronic public meeting" was posted on the Borough website, [www.woodlynne.nj.org](http://www.woodlynne.nj.org), and was again made to the Courier Post and Retrospect, as well as posted on the door of the Municipal Building in accordance with the "Open Public Meetings Act" and in adherence to the Department of Community Affairs, Division of Local Government Services (DLGS) guidelines in response to the COVID-19 State of Emergency. Members of the public were also notified that they may participate in the public meeting electronically by dialing 1-929-205-6099 (Meeting ID No. 802 892 7745 & Passcode: 635158).

- 4) Roll Call:
  - 5) Committee Reports
- Emergency management** Councilman Edwards  
**Public Safety** Councilman Fontanez  
**Public Building** Councilman Rodriguez  
**Public Affairs and Recreation** Councilwoman Feliciano  
**Finance** Councilman Fuentes  
**Public Works** Council President Earley

- 6) Correspondence
- 7) Financial Report
- 8) Old Business:
- 9) New Business:

**ORDINANCE #2021-4 Public Hearing & Adoption**

ORDINANCE OF THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE PUBLIC SALE OF BLOCK 503, LOT 38 & 1; BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AT OPEN PUBLIC SALE PURSUANT TO N.J.S.A. 40A:12-1 ET SEQ.

**ORDINANCE #2021-5 Introduction – By Title Only**

YEAR 2021 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE  
AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

**Resolution # 2021-46**

A RESOLUTION OF THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY APPROVING APRIL 2021 MUNICIPAL MEETING MINUTES

**Resolution # 2021-47**

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”

**Resolution # 2021-48**

A RESOLUTION OF THE BOROUGH OF WOODLYNNE AUTHORIZING  
RESOLUTION AUTHORIZING LOCAL EXAMINATION OF THE 2021 BUDGET

**Resolution # 2021-49**

A RESOLUTION OF THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF NEW  
JERSEY, INTRODUCING THE MUNICIPAL BUDGET BY TITLE ONLY

**Resolution # 2021-50**

A RESOLUTION APPROVING A BLOCK PARTY FOR THE 100 BLOCK OF MAPLE AVENUE  
IN THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF NEW JERSEY

- 10) Approval of Bills/Pre paid Bills
- 11) Any Other New Business: Discuss Personnel Policies & Procedures Manual/Employee Handbook
- 12) Public Portion:
- 13) Adjourn:



**BOROUGH OF WOODLYNNE  
ORDINANCE # 2021-4**

**ORDINANCE OF THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY, AUTHORIZING THE PUBLIC SALE OF BLOCK 503,  
LOT 38 & 1; BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF  
NEW JERSEY, AT OPEN PUBLIC SALE PURSUANT TO N.J.S.A. 40A:12-1 ET SEQ.**

**WHEREAS**, the Borough of Woodlynne is the owner of real property known as Block 503, Lot 38 & 1; Borough of Woodlynne, County of Camden, State of New Jersey (collectively the “Properties”); and

**WHEREAS**, the Governing Body of the Borough of Woodlynne has determined that the Property is not needed for public use; and the sale of the Property will return the Property to the tax rolls of the Borough of Woodlynne; and it is in the best interests of the Borough of Woodlynne to offer the Property for sale by open public auction to the highest bidder.

**NOW, THEREFORE, BE IT ORDAINED** by the Governing Body of the Borough of Woodlynne, County of Camden and State of New Jersey as follows:

**SECTION 1.** The Borough of Woodlynne is the owner of the following lands located within the Borough of Woodlynne (hereinafter referred to as the “Property”):

Block	Lot	Address
503	38 & 1	Fourth Street

**SECTION 2.** The Governing Body of the Borough of Woodlynne has determined it to be the public interest to sell said Property by open public sale at auction to the highest bidder in accordance with N.J.S.A. 40A:12-13(a) and the terms of sale provided for in this Ordinance.

**SECTION 3.** The Governing Body declares the Property to be surplus and not needed for public use.

**SECTION 4.** The following conditions for the sale of the Property apply:

- (a) The minimum bid for the Property is as follows:

Block	Lot	Address	Minimum Bid Amount
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(b) The highest bidder will be awarded the bid, subject to the provisions below, including execution of a Contract of Sale and confirmation by the Governing Body.

(c) The Borough will only accept bids calling for an all cash purchase of the Property. Full payment of the purchase price must be received within 30 days of the date of the acceptance of the bid. The successful bidder will be required to pay, by either cash, wire transfer or bank check, a deposit equal to ten (10%) percent of minimum price of the bid at the close of bidding, with the balance to be paid by either cash, wire transfer or bank check at closing. Pending closing of title, this deposit will be held by the Borough of Woodlynne in a non-interest bearing escrow account, with the total deposit (excluding interest) to be credited to the purchaser price at closing.

(d) The sale of the Property is being made subject to the terms, conditions, restrictions and limitations herein, including but not limited to the following terms and conditions:

1. The property is being sold in an "AS IS" "WHERE IS" condition with no representations by the Borough. The successful bidder is responsible for conducting any and all inspections and testing of the Property at its own cost and expense.
2. The property is being sold subject to existing zoning;
3. The successful bidder shall bear the burden of paying any and all required sewer service and/or connecting fees associated with the use of the Property.
4. The successful bidder shall pay prorated real estate taxes for the balance of the current year as of the date of closing of title.
5. The successful bidder shall bear the burden of obtaining any and all approvals from the appropriate municipal, county or government agency, if applicable. The successful bidder shall also bear the burden of obtaining and paying for any and all necessary permits, connections and/or arrangements to provide for water, electric, sewer, or solid waste disposal.
6. The closing of title to the Property is "TIME OF THE ESSENCE" and must take place within 30 days of the date of acceptance of the bid by Council and the failure of the successful bidder to close title as agreed shall result in the successful bidder's forfeiture of any and all money deposited with the Borough.
7. The purchaser(s) shall pay the cost of all recording fees and title company changes.
8. The purchaser(s) shall pay any and all realty transfer and "mansion"

taxes assessed in connection with the sale of the Property.

9. With respect to the sale of the Property herein, NO real estate commission is owed.
10. No representation is made by the Borough as to the utility, usability or environmental condition of the Property.

(e) All bidders must satisfy the requirements of this Ordinance and meet any terms and conditions of the Contract of Sale. The successful bidder will execute a Contract upon completion of bidding its payment of the required deposit. To execute the Contract, the bidder shall properly execute the Contract in the signature spaces at the end. The Borough Administrator is authorized to execute the contract, which shall be subject to confirmation by Council. Failure to execute the Contract properly shall not affect the obligation of the successful bidder or the validity of the sale. The deed given by Woodlynne Borough for the Property will be a quitclaim deed. No title contingencies or conditions are permitted. However, if buyer's title company determines the Borough is unable to convey marketable title, the Borough will refund the deposit upon request prior to closing and the parties shall be released from the contract.

(f) In the event that the successful bidder fails to close title to the Property, the bidder shall forfeit all deposit monies made to the Borough. No refunds whatsoever will be made by the Borough of Woodlynne in the event that the successful bidder fails to complete the purchase of the Property within thirty (30) days from the acceptance of the bid by Council except as to paragraph (e) above.

(g) The sale may be subject to adjournment or cancellation by the Borough.

(h) Bidders may bid on the Property until the Borough Clerk, acting as the auctioneer, strikes a final bid on the Property. The highest bid when struck will be the purchase price for the Property subject to the Borough's acceptance or rejection of the bid.

(i) At the auction the Borough reserves the right to accept the highest responsive bid equal to or greater than the minimum bid price, or to reject all bids at the public sale and not to award to the highest bidder. The Borough reserves the right to waive any and all defects and informalities in any proposal, and to accept or reject the highest responsible and responsive bid deemed to be in the best interest of the Borough. Bidders must register at the auction, providing contact information, and they will then be assigned a bidder number.

(j) The Borough acceptance or rejection of bids shall be made not later than at the second regular Borough Council meeting following the auction. No bid shall be considered finally accepted until passage by the Borough Council of a Resolution accepting such bid.

(k) The Property is being sold "AS IS" "WHERE IS." The Property is sold subject to existing encumbrances, liens, easements, zoning ordinances, other restrictions of record, such facts as an accurate survey would reveal and any present or future

assessments for the construction of improvements benefiting the Property. A survey of the Property may be conducted by any prospective bidder, at its discretion, as part of its due diligence.

(l) Any material prepared and distributed in connection with this auction sale is for convenience purposes only and is intended to give prospective bidders a general understanding of the condition, location and size of the Property. The Borough of Woodlynne is not responsible for errors that may appear in such materials. Each prospective bidder is urged to thoroughly research and examine the Property prior to placing a bid. The Property will be available for inspection by appointment only. Prospective bidders desiring to inspect the Property should contact the, Borough Clerk at (856) 962-8300 between the hours of 9:00 a.m. and 3:00 p.m. to make an appointment.

(m) It is suggested and recommended that potential bidders perform title searches and/or last owner and lien searches on the properties that they are interested in bidding upon prior to the date of the bid submission in order that the potential bidder may be adequately apprised of any encumbrances or restrictions of record affecting the use and enjoyment of the property or properties. It is further suggested and recommended that potential bidders exercise due diligence with respect to every state of facts including open permits, local titles, penalties, taxes, assessments, etc., which may not be of record but which may nonetheless affect the use and enjoyment of the property or properties. The Borough of Woodlynne shall not be responsible for the costs associated with such searches in the event that the Borough of Woodlynne is unable to convey title and/or if a bid is rejected.

**SECTION 5.** All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

**SECTION 6.** If any section, subsection, paragraph, sentence or any part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance not directly involved in the controversy in which such judgment shall have been rendered.

**SECTION 7.** This Ordinance shall take effect after final adoption and publication as required by law.

## **NOTICE**

**PUBLIC NOTICE** is hereby given that the foregoing Ordinance was introduced at a meeting of the Borough Council of the Borough of Woodlynne in the County of Camden and State of New Jersey on April 15, 2021 and was then read for the first time. The said Ordinance

will be further considered for final passage by the Borough Council in the Borough Hall at 8:00 p.m. on May 13, 2021. At such time and place or any time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said Ordinance. 2021-4

Introduced: April 15, 2021

Adopted:

Attest:

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Luis Pastoriza, Borough Clerk  
Date: April 15, 2021

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Joseph Chukwueke, Mayor



**BOROUGH OF WOODLYNNE  
RESOLUTION #2021-46**

**A RESOLUTION OF THE BOROUGH OF WOODLYNNE,  
COUNTY OF CAMDEN, STATE OF NEW JERSEY  
APPROVING APRIL 2021 MUNICIPAL MEETING MINUTES**

**WHEREAS**, the Mayor and Council of the Borough of Woodlynne, County of Camden, State of New Jersey require approval of the municipal Meeting minutes; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Borough Council of the Borough of Woodlynne, County of Camden, State of New Jersey does hereby approve the April 2021 municipal meeting minutes.

**BOROUGH OF WOODLYNNE**

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Joseph Chukwueke, **Mayor**

**CERTIFIED BY:**

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Luis Pastoriza, Borough Clerk  
**Date:** May 13, 2021





**BOROUGH OF WOODLYNNE  
RESOLUTION #2021-47**

**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"**

**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 Borough Council of the Borough of Woodlynne, 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 MAY13, 2021.

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Joseph Chukwueke, Mayor

CERTIFIED BY:

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Luis Pastoriza, Borough Clerk  
Date May 13, 2021

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 CAMDEN

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

1. We are duly elected (or appointed) members of the Borough Council of the Borough of Woodlynne in the county of Camden;
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.)
_____	_____

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

\_\_\_\_\_  
Luis Pastoriza, Borough 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.



**BOROUGH OF WOODLYNNE  
RESOLUTION #2021-48**

**A RESOLUTION OF THE BOROUGH OF WOODLYNNE AUTHORIZING  
RESOLUTION AUTHORIZING LOCAL EXAMINATION OF THE 2021 BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 thru 7.5 the Borough of Woodlynne has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2021 budget year.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Woodlynne that in accordance with N.J.A.C. 5:30-7.6a&b and based upon the Chief Financial Officers certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve of uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate, and correctly stated,
  - b. Items of appropriation are properly set forth,
  - c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced, publicly advertised, and in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED, THAT A COPY OF THIS RESOLUTION BE FORWARDED TO THE Director of the Division of Local Government Services**

**BOROUGH OF WOODLYNNE**

**CERTIFIED BY:**

**By:** \_\_\_\_\_  
Joseph Chukwueke, Mayor

\_\_\_\_\_  
Luis Pastoriza, Borough Clerk

**Dated:** May13, 2021

**RESOLUTION #2021-48 (Continued)**

**RESOLUTION AUTHORIZING LOCAL EXAMINATION OF THE 2021 BUDGET**

**Adopted: May 13, 2021**

I, Luis Pastoriza, Borough Clerk of the Borough of Woodlynne, certify that the above is a true and correct copy of a resolution duly adopted at a Borough Council Meeting on May 13, 2021, at the Municipal Building, 200 Cooper Avenue, Woodlynne, New Jersey.

**Certification of Approved Budget**

It is hereby certified that the Approved Budget complies with the requirements of law and approval is given pursuant to N.J.S.A. 40A:4-78(b) and N.J.A.C. 5:30-7.

It is further certified that the municipality has met the eligibility requirements of N.J.A.C. 5:30-7.4 and 7.5, and that I, as Chief Financial Officer, have completed the local examination in compliance with N.J.A.C. 5:30-7.6.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Luis Pastoriza  
Chief Financial Officer

This certification form and resolution of the governing body executing such certification should be annexed to the adopted budget (N.J.A.C. 5:30 7.6(e))



**BOROUGH OF WOODLYNNE  
RESOLUTION #2021-49**

**A RESOLUTION OF THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN, STATE OF  
NEW JERSEY, INTRODUCING THE MUNICIPAL BUDGET BY TITLE ONLY**

**2021 BUDGET INTRODUCTION**

(Please Refer to Budget Package and woodlynne website [www.woodlynnenj.org](http://www.woodlynnenj.org))

**BOROUGH OF WOODLYNNE**

By: \_\_\_\_\_  
Joseph Chukwueke, Mayor

**CERTIFIED BY:**

\_\_\_\_\_  
Luis Pastoriza, Borough Clerk  
Dated: May 13, 2021



**BOROUGH OF WOODLYNNE  
RESOLUTION #2021-50**

**A RESOLUTION APPROVING A BLOCK PARTY FOR THE 100 BLOCK OF MAPLE  
AVENUE IN THE BOROUGH OF WOODLYNNE, COUNTY OF CAMDEN,  
STATE OF NEW JERSEY**

**WHEREAS**, Devin Pritchett from 136 Maple Ave. and the residents of the 100 block of Maple Avenue between Woodlynne and Ferry Ave., have requested permission to hold a block party on May 16, 2021. hrs. 1:PM –5:PM

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Woodlynne in the County of Camden, State of New Jersey, that the residents of the above listed block be permitted to hold such an event. Permission is granted based on the submission of an event schedule listing the location of food, beverages and entertainment and that such plans are forwarded to the police department.

**BOROUGH OF WOODLYNNE**

By: \_\_\_\_\_  
**Joseph Chukwueke, Mayor**

**CERTIFIED BY:**

\_\_\_\_\_  
**Luis Pastoriza, Borough Clerk**  
**Dated: May 13, 2021**