

BOROUGH OF MEDFORD LAKES, NEW JERSEY

SCHEDULED REGULAR MEETING (7:00pm)

January 14, 2026

A scheduled Regular Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, beginning at 7:00pm was held in-person following the pledge of allegiance and a moment of silence (Council and the public observed a moment of silence to honor service men and women defending our country). Clerk McIntosh read the Open Public Meetings Act: pursuant to the requirements of the Open Public Meetings Act, adequate notice of this scheduled regular meeting has been published in the Burlington County Times and posted on the official bulletin board of the Borough of Medford Lakes. Those wishing to be notified of changes to scheduled meetings were notified via email or regular mail.

NOTICE – *Each public body shall keep reasonably comprehensible minutes of all its meetings showing the time and place, the members present, the subjects considered, the actions taken, the vote of each member, and any other information required to be shown in the minutes by law. “Reasonably comprehensible” does not mean “comprehensive.” Minutes are not transcripts. The minutes are not intended to be a verbatim recitation of a public meeting.*

ROLL CALL

Clerk Mark J. McIntosh called roll, Mayor William R. Fields, Deputy Mayor Dennis P. O’Neill, Councilman Thomas J. Cranston and Councilman Gerald Yowell were in attendance. Councilman Matthew R. Bailey and Borough Manager/Deputy Clerk Dr. Robert J. Burton were absent. Also, present was Solicitor Douglas Heinold Esq., Police Chief John G. McGinnis, Jr. and Deputy Clerk Dayna Kuzniar.

PUBLIC COMMENT #1

Mayor Fields opened public comment, hearing none he closed public comment.

MINUTES

Deputy Mayor O’Neill motioned adoption of the December 30, 2025, Regular Meeting Minutes, seconded by Councilman Cranston.

Mayor Fields called for the vote.

VOTE

	Moved	Seconded	Ayes	Nays	Absent	Abstain
Mayor William R. Fields			X			
Deputy Mayor Dennis P. O’Neill	X		X			
Councilman Thomas J. Cranston		X	X			
Councilman Matthew R. Bailey					X	

Councilman Gerald Yowell			X			
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ORDINANCE(S)

(Mayor Fields Read Each by Title)

Councilman Cranston introduced Ordinance 729 on first reading, seconded by Deputy Mayor O'Neill.

BOROUGH OF MEDFORD LAKES

ORDINANCE NUMBER 729

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 145-35 OF THE CODE OF THE BOROUGH OF MEDFORD LAKES ENTITLED 'LAKES COMMERCIAL'

WHEREAS, the Borough Council of the Borough of Medford Lakes ("Borough") recognizes the need to modernize its zoning code to reflect evolving residential and mixed-use needs within the Lakes Commercial Zone; and

WHEREAS, the Borough currently restricts residential dwellings within commercial structures to only owners or operators, which is no longer consistent with modern land use planning and law and

WHEREAS, the Borough Council wishes to revise Section 145-35(B)(6) to permit second-floor residential apartments over commercial uses, with a minimum of 850 square feet of living space, excluding any common areas.

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, as follows:

Section 1. Chapter 145-35(B)(6) of the Code of the Borough of Medford Lakes is hereby amended as follows:

§ 145-35 Lakes Commercial.

B. Permitted uses.

~~(6) Dwelling quarters for owners or operators in the same building as the commercial use, and must contain not less than 850 square feet of living space.~~

(6) Residential dwelling units located exclusively on the second floor of a structure with a permitted ground-floor commercial use, and must contain not less than 850 square feet of living space, excluding common areas.

Section 2. Repealer.

All Ordinances or parts of Ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

Section 3. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance shall be declared invalid or unenforceable for any reason, then the Borough Council hereby declares its intent that the remaining portions of the Ordinance shall remain in full force and effect, and for this purpose, the provisions of the Ordinance are hereby to be severable.

Section 4. Effective Date.

Solicitor Heinold explained that this ordinance will address the outdated language of assuming “the shop keeper lives above the shop.” This ordinance will make the Borough consistent with the law and prevent any issues or confusion going forward.

Clerk McIntosh stated that Planning Board Attorney Kingsbury sent a letter confirming that the Planning Board reviewed the draft ordinance and agreed it was not inconsistent with the Master Plan of the Borough. Council will review this letter in the communications portion of the meeting.

Mayor Fields verified with the Clerk that second reading and public comment for this ordinance would be at the January 28th Regular Council meeting and he called for the vote.

VOTE ON INTRODUCTION

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields			X			
Deputy Mayor Dennis P. O'Neill		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell			X			

CONSENT AGENDA RESOLUTION(S)

(Mayor Fields read each Resolution by Title)

Councilman Cranston introduced Resolution Number 1-26 through 22-26, seconded by Deputy Mayor O'Neill.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 1-26

**A RESOLUTION APPOINTING THE BOROUGH CLERK AS
AMERICANS WITH DISABILITIES COORDINATOR**

WHEREAS, every municipality is required to designate an ADA Coordinator; and

WHEREAS, the ADA Coordinator's role is to ensure compliance with the Americans with Disabilities Act.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby appoints the Borough Clerk as ADA Coordinator for the Borough of Medford Lakes for year 2026.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon adoption according to law.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 2-26

A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL 2025 PROPERTY TAX AND SEWER FEES OF DELINQUENT AMOUNTS LESS THAN \$10.00

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amounts of less than \$10.00; and

WHEREAS, the governing body of the Borough of Medford Lakes may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00.

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, hereby authorizes the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of the Resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 3-26

**A RESOLUTION NAMING OFFICIAL DEPOSITORIES
FOR THE BOROUGH OF MEDFORD LAKES FOR THE YEAR 2026**

WHEREAS, N.J.S.A 40A: 5-14 mandates that the Governing Body of a Municipal Corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the State and organized under laws of the United States;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that, any financial institution or bank that is licensed to do business in the State of New Jersey and is covered by the GOVERNMENT UNIT DEPOSIT PROTECTION ACT, and the New Jersey

Cash Management Fund, be and are, hereby designated as official depositories for Borough funds. Prior to the deposit of any Municipal funds in the above-mentioned depositories said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 4-26

**A RESOLUTION AUTHORIZING INVESTMENT OF IDLE FUNDS
AND FUND TRANSFERS**

WHEREAS, it is desirable that idle funds of the Borough of Medford Lakes be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Borough expenses or for the purpose of effecting investments;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles such as investments to the investing institution; and

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Medford Lakes that it does authorize the Chief Financial Officer to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

1. To or from Borough checking or savings accounts to other Borough accounts;
 2. To or from Borough checking or savings accounts to other Borough accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Borough of Medford Lakes, New Jersey.
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BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 5-26

**A RESOLUTION AUTHORIZING NEWSPAPERS FOR THE
PUBLICATION OF LEGAL NOTICES**

WHEREAS, it is required to designate newspapers for publication of Legal Notices;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that **The Burlington County Times c/o Courier Times, Inc.**, 1 Oxford Valley, 2300 East Lincoln Hwy., #500D, Langhorne, PA 19047, published daily and the **Courier-Post**, 301 Cuthbert Blvd., Cherry Hill, NJ 08002, published daily, be authorized as official newspapers for the publication of Legal Notices of the Borough: it being the intent of this resolution with respect to any Legal Notice that such may be published in either newspaper.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 6-26

**A RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER
AFFIRMATIVE ACTION**

WHEREAS, N.J.A.C. 17:27-1.1 provides that no public work contracts can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program; and

WHEREAS, N.J.A.C. 17:27-3.5 provides that each public agency shall annually designate an officer or employee to serve as its public agency compliance officer;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby appoints the Borough Clerk as the Public Agency Compliance Officer for a one-year term ending December 31, 2026.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 7-26

**A RESOLUTION AUTHORIZING THE RE-
ESTABLISHMENT OF A PETTY CASH FUND**

WHEREAS, N.J.S.A.40A: 5-21 authorizes the establishment of a Petty Cash Fund for the Clerk's Office of the Borough of Medford Lakes to be used by such office or department to pay claims for small miscellaneous expenses; and

WHEREAS, said Petty Cash Fund was established by Resolution dated June 8, 1972 by the Borough Council of the Borough of Medford Lakes; and

WHEREAS, it is the desire of the Borough Council that said fund be continued under direction of the Clerk; and

WHEREAS, by order of the Administrative Office of the Courts of the State of New Jersey, Rule 7:7-8 (e) the Medford Lakes Borough Court is required to pay subpoenaed witnesses a \$2.00 fee when called to testify on behalf of the State or on behalf of indigent defendants.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey, that:

1. During the year 2026 the Borough Clerk be and is hereby authorized and permitted to establish a Petty Cash Fund in the amount not to exceed \$220.00 pursuant to the provisions of N.J.S.A 40A: 5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses and witness fees as determined by the Medford Lakes Borough Court.

2. The Borough Clerk, having custody of the Fund be bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 8-26

A RESOLUTION AUTHORIZING SIGNATURES ON BOROUGH BANK ACCOUNTS

WHEREAS, it is the desire of the Borough Council of the Borough of Medford Lakes to designate certain Borough Officials as signatories for Borough Bank Accounts.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, New Jersey that the following Borough Officials are hereby authorized to sign checks or withdrawal slips:

- A. The following bank accounts of the Borough of Medford Lakes shall require two (2) signatures as follows: First Signature shall be that of the Mayor. In the absence of the Mayor, a Borough Councilperson shall sign. Second signature shall be that of the Chief Financial Officer. In the absence of the Chief Financial Officer, the Municipal Clerk shall sign. In the absence of the Chief Financial Officer and the Municipal Clerk, the Borough Manager or the Tax Collector shall sign.

Accounts: Current Fund, General Capital Fund, Wastewater, Wastewater Capital, Police Body Armor, Environmental, Street Opening, Planning and Zoning, Animal Control, Municipal Alliance, Flood Relief, Public Defender, Unemployment, Special Law Enforcement,

- B. The payroll account of the Borough of Medford Lakes shall require two (2) signatures from the following officers: Chief Financial Officer, the Borough Clerk, Borough Manager or Tax Collector.
- C. The Tax Title Lien Account of the Borough of Medford Lakes shall require two (2) signatures as following: Signature number one shall be that of the Tax Collector. Signature number two shall be that of the Chief Financial Officer. In the absence of the Chief Financial Officer, the Municipal Clerk shall sign. In the absence of the Chief Financial Officer and the Municipal Clerk, the Borough Manager shall sign.
- D. The Municipal Court Account and Municipal Court Bail Account of the Borough of Medford Lakes shall require the signature of the Court Administrator. In the absence of the Court Administrator, the Deputy Court Administrator or Municipal Court Judge shall sign.
- E. Any Bank Account not listed in this resolution shall require the signatures as listed in "A" above unless a Resolution of the Governing Body is adopted.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 9-26

**A RESOLUTION ADOPTING RULES AND REGULATIONS
REGARDING THE IMPLEMENTATION OF ANIMAL LICENSING FEES**

WHEREAS, Ordinance No. 478, as amended, at Section 9, provides that rules and regulations may be imposed by Resolution; and

WHEREAS, any Animal Control Services (ACS) outside of normal licensing shall be charged to the animal owner payable to the Borough of Medford Lakes in accordance with the annual ACS contract; and

WHEREAS, a licensing late charge shall be due and payable for dogs and cats that are owned prior to January 31, 2026, annually, thirty (30) days after such date. For dogs and cats that are acquired after January 31, 2026, the late charge shall be due and payable thirty (30) days after the licensing is required pursuant to the Borough Code Chapter 70.

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the licensing fees as defined in the Borough Code Chapter 112 shall be in effect until further notice.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 10-26

**A RESOLUTION ESTABLISHING A GRACE PERIOD FOR PAYMENT OF TAXES AND
SETTING THE RATE OF INTEREST ON DELINQUENT TAXES FOR THE YEAR 2026 AND
ESTABLISHING MISCELLANEOUS CHARGES**

WHEREAS, the Borough of Medford Lakes has determined that it is desirable for taxpayer to be permitted a grace period for the payment of taxes; and

WHEREAS, R.S. 54:4-67 provides that the Governing Body may establish a grace period and fix the rate of interest to be charged; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that no interest shall be charged on taxes which are paid within ten (10) days of the date on which they become due, but interest shall be paid from the date due on all taxes which are paid more than ten (10) days after they become due; and

BE IT FURTHER RESOLVED, that the rate of interest on delinquent taxes and delinquent assessments shall be eight percent (8%) per annum for the year 2026 except when the total delinquency exceeds \$1,500.00, the interest rate shall be eighteen percent (18%) per annum on the portion in excess of \$1,500.00 and shall remain at eighteen percent (18%) (even if the amount is below \$1,500.00) until the account becomes current; and

BE IT FURTHER RESOLVED, that an additional penalty of six percent (6%) of the amount of the delinquency in excess of \$10,000.000 including taxes, assessments and sewer charges be charged to a taxpayer who fails to pay the delinquency prior to the end of the fiscal year.

BE IT FURTHER RESOLVED, that a charge of \$25.00 will be collected for the issuance of a Certificate of Redemption.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 11-26

A RESOLUTION ESTABLISHING A GRACE PERIOD FOR PAYMENT OF SEWER SERVICES AND SETTING THE RATE OF INTEREST ON DELINQUENT SEWER SERVICES FOR THE YEAR 2026

WHEREAS, the Borough of Medford Lakes has determined that it is desirable for taxpayer to be permitted a grace period for the payment of sewer services; and

WHEREAS, NJSA 40:14A-21 provides that the Governing Body may establish a grace period and fix the rate of interest to be charged; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that no interest shall be charged on sewer services which are paid within ten (10) days of the date on which they become due, but interest shall be paid from the date due on all sewer services which are paid more than ten (10) days after they become due; and

BE IT FURTHER RESOLVED, that the rate of interest on delinquent sewer services shall be eighteen percent (18%) per annum for the year 2026; and

BE IT FURTHER RESOLVED, that an additional penalty of six percent (6%) of the amount of the delinquency in excess of \$10,000.000 including taxes, assessments and sewer charges be charged to a taxpayer who fails to pay the delinquency prior to the end of the fiscal year.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 12-26

A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO REFUND OR TO APPLY CREDITS FOR TAXES

WHEREAS, there are taxpayers of the Borough of Medford Lakes who are due to receive refunds without interest for duplicate tax payments; and

WHEREAS, there are taxpayers of the Borough of Medford Lakes who are due to receive refunds with five percent (5%) interest resulting from judgments by the Burlington County Board of Taxation pursuant to N.J.S.A. 54:3-27.2.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the Borough of Medford Lakes Tax Collector be

and hereby is authorized with the concurrence of the Chief Financial Officer to make such refunds or to apply such credits at their discretion.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Tax Collector and CFO for their records.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 13-26

**A RESOLUTION AUTHORIZING THE ISSUANCE OF
DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF
THE PUBLIC LAWS OF 1997 AND SETTING A FEE**

WHEREAS, the Tax Collector of this municipality has previously issued a tax sale certificate covering a premises commonly known and referred to with a block and lot number as set out in the municipal tax map; and

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the Tax Collector of the municipality be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss Affidavit and the payment of a fee of \$100.00 per certificate, to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED, that a copy of this resolution and the Loss Affidavit be attached to the duplicate certificate to be issued to said purchaser and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word "DUPLICATE" as required by law.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 14-26

**A RESOLUTION ESTABLISHING A FEE FOR THE MAILING OF TAX NOTICES
IN LIEU OF ANY TWO PUBLICATIONS**

WHEREAS, N.J.S.A. 54:5-26 states that a notice of Tax Sale be published in a newspaper circulated within the municipality once in each of the four preceding calendar weeks prior to the week of the sale; and

WHEREAS, N.J.S.A. 54:5-26 allows in lieu of any two publications notice to the property owner, person or entity entitled by direct or certified mail is allowed; and

WHEREAS, the cost for such notice shall be added to the cost of the sale in addition to those provided in R.S. 54:5-38.

THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey hereby authorizes the Tax Collector to charge a \$25.00 fee for each set of notices mailed for a particular property pursuant to N.J.S.A. 54:5-26.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 15-26

**A RESOLUTION CREATING A CHANGE FUND FOR THE POLICE
DEPARTMENT TO PROCESS REQUESTS FOR REPORTS**

WHEREAS, certain funds are collected by the Police Department for copies of police reports, accident reports, etc; and

WHEREAS, the Police Department needs a change fund on hand to make change when needed.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Medford Lakes that a change fund in the amount of \$50.00 is authorized to be used by the Borough Police Department.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 16-26

**A RESOLUTION OF THE BOROUGH OF MEDFORD LAKES, COUNTY OF BURLINGTON,
STATE OF NEW JERSEY AUTHORIZING THE CERTIFIED MUNICIPAL FINANCE
OFFICER (CMFO) TO PAY CERTAIN CLAIMS BETWEEN MEETINGS OF THE
GOVERNING BODY**

WHEREAS, N.J.S.A. 40A:5-17 provides that the governing body may, by resolution, designate one person who may approve claims between meetings of the governing body; and

WHEREAS, the Borough has specified the designee as the Certified Municipal Financial Officer (CFO) as the person authorized to pay these claims and present them to the governing body at its next meeting for ratification, except that, prior to being paid, such vouchers shall be brought to the attention of the CFO, Borough Manager and the Administration Committee of Borough Council for their approval; and

WHEREAS, in order for a claim to be paid a purchase order must be presented in accordance with the Purchasing Policy of the Borough of Medford Lakes and approved by the Certified Municipal Finance Officer, Borough Manager and the Administration Committee of Borough Council. The claim shall be paid by a check drawn on the municipality, signed by the authorized signers designated by Resolution of the Borough of Medford Lakes but in no instance shall a check be issued in this manner without one signature being that of a governing body member.

NOW, THEREFORE BE IT RESOLVED that the following claims may be processed and paid between meetings of the governing body:

1. Statutory payments
2. Utility payments
3. Insurance payments
4. Installment payments of authorized debt
5. Contractual payments as prescribed in an approved contract

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 17-26

**A RESOLUTION AUTHORIZING THE ASSESSOR TO EXECUTE
STIPULATIONS OF SETTLEMENT AND FILE ASSESSOR APPEALS**

WHEREAS, Statutory provision is made for the review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the Tax Rate; and

WHEREAS, changes in property ownership at times necessitates adjustment to the Veteran and/or Senior Citizens deductions allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local Assessor subject to Laws and Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Medford Lakes Council, County of Burlington, State of New Jersey, that the Assessor, fulfilling the duties and requirements of his office, be authorized to file with the Burlington County Board of Taxation such Appeals as may be necessary to maintain accuracy and equality in the assessment list of the Borough of Medford Lakes.

BE IT FURTHER RESOLVED, that the Assessor is hereby authorized to execute stipulations of settlement on behalf of the Municipality.

BE IT FURTHER RESOLVED, that a certified copy of this resolution accompany any Appeal filed by the Assessor with the Burlington County Board of Taxation.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 18-26

A RESOLUTION APPOINTING A FIRE OFFICIAL FOR 2026

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) provides for the certification and appointment of a Fire Official; and

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) requires that Fire Officials be certified by the State of New Jersey; and

WHEREAS, N.J.A.C. 5:71 – 3.2 (a) outlines the duties of the Fire Official including the inspection of life hazard uses.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey that Craig Farnsworth, II, Fire Official #139530 is hereby appointed as the Fire Official for calendar year 2026.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 19-26

A RESOLUTION APPOINTING CROSSING GUARDS FOR 2026

WHEREAS, it is the desire of the Borough to utilize Crossing Guards to assist in the safe movement of our children and other residents as they cross identified Borough crosswalks during school hours; and

WHEREAS, the New Jersey State Statute governing Crossing Guards requires that they be appointed each year; and

WHEREAS, it is the desire of the Borough Council to appoint qualified individuals to fill the position of Crossing Guard; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes that the following appointment(s) be made as Crossing Guards:

<u>Appointee</u>	<u>Class Designation</u>	<u>Commencement of Term</u>	<u>Expiration of Term</u>
Diane Albrecht	Crossing Guard	January 1, 2026	December 31, 2026
Janet Dwier	Crossing Guard	January 1, 2026	December 31, 2026
Larry Wolf	Crossing Guard	January 1, 2026	December 31, 2026
Ed Mettinger	Crossing Guard	January 1, 2026	December 31, 2026
Donna Moloczniak	Crossing Guard	January 1, 2026	December 31, 2026
Bruce Marchitello	Crossing Guard	January 1, 2026	December 31, 2026
Fran Gaysek	Crossing Guard	January 1, 2026	December 31, 2026
Julie Dwier	Crossing Guard	January 1, 2026	December 31, 2026
Norton Druger	Crossing Guard	January 1, 2026	December 31, 2026
Barbara Gregory	Crossing Guard	January 1, 2026	December 31, 2026
Leslie Laporte	Crossing Guard	January 1, 2026	December 31, 2026
David Wingert	Crossing Guard	January 1, 2026	December 31, 2026
Dayna Sneft	Crossing Guard	January 1, 2026	December 31, 2026
George LaPorte	Crossing Guard	January 1, 2026	December 31, 2026
Edward Mettinger	Crossing Guard	January 1, 2026	December 31, 2026
Pat Fletcher	Crossing Guard	January 1, 2026	December 31, 2026

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 20-26

A RESOLUTION APPOINTING DEPUTY MUNICIPAL CLERKS

WHEREAS, there exists a need for a Deputy Municipal Clerk in order to serve in the absence of the Municipal Clerk; and

WHEREAS, in the event of the absence of the 1st Deputy, the 2nd Deputy shall serve in the absence of the Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey as follows:

- Dayna L. (Kuzniar) Welsh is hereby appointed 1st Deputy Clerk for the Borough of Medford Lakes, for the term commencing January 1, 2026, and ending December 31, 2026.
- Dr. Robert J. Burton is hereby appointed 2nd Deputy Clerk for the Borough of Medford Lakes, for the term commencing January 1, 2026, and ending December 31, 2026.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 21-26

**A RESOLUTION RE-APPOINTING RUSSELL J. “RUSTY” WILLIAMS
AS CHAPLAIN FOR THE MEDFORD LAKES POLICE DEPARTMENT**

WHEREAS, Police Chaplains serve an integral role in providing comfort to members of the Police Department as well as the public and aid in community policing; and

WHEREAS, the position of Police Chaplain is hereby a volunteer position under the direction of the Chief of Police; and

WHEREAS, any person appointed as Chaplain shall be an ordained clergyman in good standing in the religious body from which he is selected and shall have basic training and shall be a certified Police Chaplain credentialed in accordance with the policies of the Medford Lakes Police Department and shall be qualified in accordance with N.J.S.A. 40A:14-141; and

WHEREAS, the duties of Police Chaplain shall include, but not be limited to, assisting the Medford Lakes Police Department in death notifications, station house adjustments, and any other duties that may be assigned by the Chief of Police; and

WHEREAS, any person appointed as Chaplain shall serve in that capacity without rank or salary; and

WHEREAS, a person appointed as Chaplain shall serve for a period of one year from the date of appointment and shall continue to serve in that capacity until he is either terminated or reappointed with the recommendation of the Chief of Police; and

WHEREAS, the Chief of Police may recommend to the Borough Manager for appointment persons that meet the qualifications of N.J.S.A. 40A:14-141 as well as the policies of the Police Department with reference to Chaplains; and

WHEREAS, the Borough Manager shall appoint Chaplains in accordance with Chapter 44, Article II of the Borough Code with the advice and consent of Borough Council.

NOW THEREFORE BE IT RESOLVED, that the Borough Council supports the recommendation of the Police Chief and Borough Manager in the re-appointment of Russell J. “Rusty” Williams as Police Department Chaplain.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 22-26

**A RESOLUTION AUTHORIZING THE BOROUGH OF
MEDFORD LAKES, COUNTY OF BURLINGTON, STATE OF
NEW JERSEY THROUGH THE MEDFORD LAKES POLICE
DEPARTMENT TO PARTICIPATE IN THE DEFENSE
LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT
OFFICE, 1033 PROGRAM TO ENABLE THE MEDFORD LAKES
POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS
DEPARTMENT OF DEFENSE EQUIPMENT**

WHEREAS, the **UNITED STATES CONGRESS** authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program (the 1033 “Program”) to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (“LEAs”); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling and upkeep of the property and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrolled in, and the acquisition of any property through the 1033 Program.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, New Jersey that the Medford Lakes Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from **January 1, 2026 to December 31, 2026**.

BE IT FURTHER RESOLVED that the Medford Lakes Police Department is hereby authorized to acquire items of non-controlled property designated “DEMIL A,” which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, storage devices and containers, tools, medical and

first aid equipment and supplies, personal protection equipment and supplies, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of non-military nature identified by the Medford Lakes Police Department, if it shall become available within the period of time for which this Resolution authorizes, based on the needs of the Medford Lakes Police Department, without restriction; and

BE IT FURTHER RESOLVED that the Medford Lakes Police Department is hereby authorized to acquire the following “DEMIL B through Q” property, if it shall become available within the period of time for which this Resolution authorizes; and

BE IT FURTHER RESOLVED that the property available through the Program, “DEMIL A through Q” is attached hereto; and

BE IT FURTHER RESOLVED that the Medford Lakes Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Medford Lakes Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately and shall be valid to authorize requests to acquire (1) “DEMIL A” property that may be made available through the 1033 Program and (2) “DEMIL B through Q” property both of which that may be made available through the 1033 Program during the time period for which this Resolution authorizes, with program participation and all property request authorization terminating on **December 31, 2026**.

Mayor Fields called for the vote.

VOTE

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields			X			
Deputy Mayor Dennis P. O'Neill		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell			X			

RESOLUTION(S)

(Mayor Fields Read Each by Title)

Mayor Fields introduced Resolution Number 23-26, seconded by Councilman Cranston.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 23-26

**A RESOLUTION AUTHORIZING THE EXECUTION OF A
CONTRACT WITH THE MEDFORD LAKES POLICE
OFFICERS ASSOCIATION**

WHEREAS, the **Borough of Medford Lakes** wishes to enter into a Collective Bargaining Agreement for the years 2026, 2027, 2028 and 2029, with the Medford Lakes Police Officers Association for services to be rendered within its own jurisdiction; and

WHEREAS, the parties deem it appropriate to enter into a Collective Bargaining Agreement for the years 2026, 2027, 2028 and 2029, to provide such services as outlined in said Agreement, copies of which are on file with the Borough Clerk;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey as follows:

1. The Manager and Clerk are hereby authorized to execute a contract between the Borough of Medford Lakes and the Medford Lakes Police Officers Association for the years 2026, 2027, 2028 and 2029.

Mayor Fields called for the vote.

VOTE

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields	X		X			
Deputy Mayor Dennis P. O'Neill			X			
Councilman Thomas J. Cranston		X	X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell			X			

Councilman Cranston introduced Resolution Number 24-26, seconded by Deputy Mayor O'Neill.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 24-26

**A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A
TEMPORARY BUDGET**

WHEREAS, N.J.S.A. 40A:4-19 requires the Governing Body to make appropriations to provide for the period between January 1, 2025, and the adoption of the Budget; and

WHEREAS, The total appropriation shall not exceed 35 % of the total of the appropriations for the preceding fiscal year, less the appropriations for interest and debt redemption charges capital improvement fund and public assistance. Amount allowable for the Current Fund is **\$1,488,253.03** and the amount for the Wastewater Utility Operating Fund is **\$597,362.50**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the following appropriations constitute the 2026 Temporary Budget for the Borough of Medford Lakes:

<u>APPROPRIATION</u>	<u>AMOUNT</u>
ADMINISTRATION & EXECUTIVE	
Salaries & Wages	\$39,900.00
Other Expenses ..	\$4,550.00
MAYOR & COUNCIL	
Salaries & Wages	\$2,975.00
Other Expenses .	\$3,045.00
CLERK	
Salaries and Wages	\$35,000.00
Other Expenses .	\$8,242.50
FINANCE ADMINISTRATION	
Salaries and Wages	\$15,050.00
Other Expenses ..	\$7,437.50
DATA PROCESSING	
Other Expenses ..	\$7,000.00
COLLECTION OF TAXES	
Salaries and Expenses	\$14,700.00
Other Expenses ..	\$542.50
ASSESSMENT OF TAXES	
Other Expenses	\$11,900.00
LEGAL SERVICES	
Other expenses ...	\$12,250.00
ENGINEERING SERVICES	
Other Expenses ..	\$8,750.00
HISTORIC	
Salaries and Wages	\$770.00
Other Expense	\$0.00
PLANNING BOARD	
Salaries and Wages	\$2,695.00
Other Expenses ..	\$1,750.00
CONSTRUCTION CODE OFFICIAL	
Salaries and Wages	\$19,337.50
Other Expenses ..	\$1,575.00

ZONING CODE ENFORCEMENT

Salaries and Wages	\$4,550.00
Other Expenses ..	\$0.00

LIABILITY INSURANCE\$55,724.55

INSURANCE

Group Insurance for Employees\$162,400.00

UNEMPLOYMENT\$1,750.00

POLICE

Salaries and Wages	\$373,237.55
Other Expenses ..	\$22,470.00

OEM

Salaries and Wages	\$840.00
Other Expenses ..	\$210.00

FIRE

Other Expenses ..\$24,937.50

FIRE OFFICIAL

Salaries and Wages	\$8,750.00
Other Expenses ..	\$0.00

PROSECUTOR

Other Expenses\$3,500.00

PUBLIC WORKS

Salaries and Wages	\$143,150.00
Other Expenses ..	\$23,196.25

LANDFILL\$70,000.00

BUILDINGS

Salaries & Wages	\$0.00
Other Expenses ..	\$9,450.00

VEHICLE

Other Expenses ..\$21,000.00

ELECTRICITY\$9,450.00

STREET LIGHTS\$3,150.00

TELEPHONE\$6,300.00

NATURAL GAS\$4,200.00

GASOLINE\$19,250.00

PRINTING\$3,500.00

SOLID WASTE

Salaries and Wages	\$18,550.00
Other Expenses ..	\$13,720.00
SST	\$56,000.00
DEFINED CONTR RETIREMENT FUND	\$39,063.99
MUNICIPAL COURT	
Salaries and Wages	\$8,050.00
Other Expenses ..	\$1,925.00
PUBLIC DEFENDER	
Salaries and Wages.....	\$2,345.00
BOND PRINCIPAL	\$184,955.22
BOND INTEREST	\$7,057.97
.....	TOTAL \$1,488,253.03
WASTEWATER UTILITY	
Salaries and Wages	\$167,647.55
Other Expenses ..	\$346,152.45
Bond Principal	\$70,000.00
Bond Interest	\$0.00
SST	\$13,125.00
Unemployment Compensation	\$175.00
Defined Contribution Retirement Fund	\$262.50
	TOTAL \$597,362.50

Mayor Fields called for the vote.

VOTE

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields			X			
Deputy Mayor Dennis P. O'Neill		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell			X			

Deputy Mayor O'Neill introduced Resolution Number 25-26, seconded by Councilman Yowell.

BOROUGH OF MEDFORD LAKES, NEW JERSEY

RESOLUTION NUMBER 25-26

A RESOLUTION AWARDING A CONTRACT FOR PROFESSIONAL SERVICES RELATED TO THE 2026 MEDFORD LAKES DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Borough of Medford Lakes has a need to acquire a Special Project Engineer for Professional Services associated with the Medford Lakes Department of Public Works property; and

WHEREAS, the Borough of Medford Lakes has solicited proposals for professional services through a Fair and Open Process pursuant to N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, Environmental Resolutions, Inc. has submitted a proposal and is identified as a qualified Special Project Engineer in accordance with Borough of Medford Lakes Resolution Number 135-25; and

WHEREAS, the Certification of Available Funds has been met in accordance with N.J.A.C. 5:30-5.3 through 5.5 and is based on a maximum dollar value of this contract NTE \$2,500.00 from the CY2026 Engineering Fees Account - 6-01-20-165-244.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the BOROUGH OF MEDFORD LAKES, County of Burlington, State of New Jersey hereby awards a contract NTE \$2,500.00 to; **Environmental Resolutions, Inc., 815 East Gate Drive, Suite 103, Mount Laurel, NJ 08054** for Items 1-2 as identified in their proposal attached hereto; and

BE IT FURTHER RESOLVED, that the Mayor and Clerk are authorized to execute all documents related to the award of this contract.

Clerk McIntosh explained that this contract it to address a Department of Environmental Protection violation regarding an underground storage tank at the Department of Public Works property.

Mayor Fields called for the vote.

VOTE

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields			X			
Deputy Mayor Dennis P. O'Neill	X		X			
Councilman Thomas J. Cranston			X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell		X	X			

REPORT(S)

Deputy Manager/Clerk McIntosh presented the managers' report as he is acting manager in Manager Burton's absence. He stated that Manager Burton has been working on the 2026 Municipal Budget preparation by gathering Budget and Capital requests from each department. He continues to work with the Colony Executive Board to communicate in accordance with the Boroughs shared service agreement. The Borough is working on the close out of 2025 files and necessary budget transfers. The system has been rolled over by the Boroughs CFO, and he stated that the State is now allowing municipalities that operate in the calendar year to rectify 35% of the temporary budget versus the 25.26% still required for municipalities that operate in the fiscal year.

Clerk McIntosh stated that his office is working to close out 2025 files and start 2026. The free rabies vaccine clinic will be held January 24th from 9a-12p.

Police Chief McGinnis stated that he will have a written report at the next meeting. His office has been extremely busy with several domestic violence calls, a fatal car accident and the third suicide in town in the short time since he became chief. He promoted the Burlington County hotline for mental health services. He is also working on the departments 2026 Budget.

Mayor Fields stated that he and Deputy Mayor O'Neill met with Colony representatives of the Women's Club to discuss plans for this year's Medford Lakes Day. Medford Lakes Day will be held the first Sunday in May as it has been in previous years.

COMMUNICATIONS

Clerk McIntosh presented Council with a letter from NJDOT informing Medford Lakes of a \$1,356,000.00 grant for the McKendimen Road Pedestrian Improvement

Clerk McIntosh presented Council with the letter discussed earlier in the meeting from Planning Board Attorney Robert E. Kingsbury regarding the Council Ordinance amending Chapter 145-35 of the Borough Code. His letter confirms that the proposed ordinance is not inconsistent with the Borough Master Plan.

BILL LIST(S)

1. Dated January 12, 2026, with 97 Line Item(s), Total List Amount = \$1,113,948.85

Councilman Cranston motioned approval of the Bill List(s), seconded by Deputy Mayor O'Neill.

Mayor Fields called for the vote.

VOTE

	Move d	Seconde d	Aye s	Nay s	Abse nt	Abstai n
Mayor William R. Fields			X			

Deputy Mayor Dennis P. O'Neill		X	X			
Councilman Thomas J. Cranston	X		X			
Councilman Matthew R. Bailey					X	
Councilman Gerald Yowell			X			

PUBLIC COMMENT #2

Mayor Fields opened public comment.

1. Joe Aromando of Medford Lakes wants to make sure Council is aware that the Planning Board review of the proposed ordinance was completed in 2025, with the introduction happening in 2026 he feels this may be an issue.

Solicitor Heinold assured Mr. Aromando that there was no issue with the structure of this ordinance.

Mr. Aromando continued stating that he saw a Borough truck with an extended cab plowing snow on his street. He would like an explanation regarding the need for a truck with an extended cab. He also stated that he recently saw the “behemoth” of the new Vactor Truck and would like to know why we need such vehicle for such a small town. He feels that money is being needlessly spent “behind closed doors.” He feels that the Borough should begin having budget workshops as they have in the past. He would also like to know why there is still an Environmental Commission vacancy when he submitted his application several months ago. He stated that Land Use Ordinances are to protect health, safety and well-being of the community. With that in mind, he feels that the Borough Code Enforcement has been far too lax. He feels that applications that clearly go against existing ordinances are “pencil whipped” through the approval process. He feels that there are properties that are found to be in violation but “nothing is ever done about it.” He feels “there is no good reason to deviate from the rules.” He stated he is accustomed to the “Lou Potter days where if a resident was told to move their boulders and they weren’t moved by the end of the week, public works would come and take them.”

Hearing no further comment, Mayor Fields closed public comment.

Solicitor Heinold stated that the way Medford Lakes was designed over many decades and the result is “unique.” Other communities may have more modern subdivisions and very explicitly clear lines of demarcation on the right-of-way. From well before anyone currently sitting on Council was elected to Council there have been encroachments into the right-of-way. Some are obvious and some are not. The Borough faces issues as reasonably as possible on a case by case basis. The primary issue is always public safety, health and welfare. Around town there are absolutely several items in the right-of-way if you’re looking for them and have been for many years, however if the police, fire and engineering office don’t see an issue, it’s likely not an issue. If at any point the Borough needs to use the full right-of-way, there is no waiver in place for the structures or items in the right-of-way, the Borough retains the authority to address the issue.

ADJOURNMENT

Deputy Mayor O'Neill motioned to adjourn, seconded by Mayor Fields.

Vote to adjourn:

Yeas – Fields, O'Neill, Cranston, Yowell

Nays – None

Absent – Bailey

Meeting Adjourned