

**TOWNSHIP OF MULLICA
MEETING AGENDA (REVISED)
NOVEMBER 25, 2025
7:00 PM**

MEETING CALLED TO ORDER

This meeting has been properly advertised according to Public Law 1975, Chapter 231 in The Press of Atlantic City on January 11, 2025, and the Hammonton Gazette on January 15, 2025.

FLAG SALUTE

ROLL CALL

APPROVAL OF MINUTES

Regular Meeting – October 28, 2025

PUBLIC COMMENT ON AGENDA ITEMS

ORDINANCES ON SECOND READING – HEARING/ADOPTION

ORDINANCES ON FIRST READING – INTRODUCTION

- Ordinance 17-2025 – Creating the Position of Finance Assistant
- Ordinance 18-2025 – Amending Chapter 102 Entitled “Construction Codes, Uniform”

CORRESPONDENCE

COMMITTEE REPORTS

- Department of Revenue and Finance – Committeeman Muller
- Department of Administration – Committeewoman Johnson
- Department of Public Works – Committeeman Moore
- Department of Development and Housing – Deputy Mayor Forman
- Department of Public Safety – Mayor DeMarco

ENGINEER’S REPORT

OLD BUSINESS

NEW BUSINESS

Discussion on possibly changing December meeting date

RESOLUTIONS/CONSENT AGENDA

All matters listed under the consent agenda are considered to be routine in nature, and having been reviewed by Committee, will be enacted in one motion. Any item may be removed from the Consent Agenda at the request of any Committee Member and if so removed, it will be treated as a separate matter. Any items requiring expenditure are supported by a Certification of Availability of Funds.

- Resolution 236-2025 – Authorizing Carryover of Additional Vacation Days for CFO
- Resolution 237-2025 – Approving Cancellation of Grant Balance
- Resolution 238-2025 – Confirming Land Sale – Block 4182/Lots 1&2
- Resolution 239-2025 – Approving Cedar Creek HS Use of Facilities Request

**TOWNSHIP OF MULLICA
MEETING AGENDA (REVISED)
NOVEMBER 25, 2025
7:00 PM**

- **Resolution 240-2025 – Chapter 150 Driver Sober Holiday**
- **Resolution 241-2025 – Authorizing Budget Transfers**
- **Resolution 242-2025 – Accepting Resignation of Patricia Gatto/Registrar**
- **Resolution 243-2025 – Appointing a Registrar and Deputy Registrar**
- **Resolution 244-2025 – Authorizing an Increase in the Hours of the Deputy Clerk**
- **Resolution 245-2025 – Accepting Resignation of Keith Raveling/Construction Official**

PAYMENT OF BILLS: \$1,206,522.43

Bill List #1 - \$50.00

Bill List #2 - \$1,206,472.43

PUBLIC DISCUSSION

EXECUTIVE SESSION: Resolution 246-2025 – Authorizing Executive Session

APPROVAL OF EXECUTIVE SESSION MINUTES

Executive Session Minutes – October 28, 2025

ADJOURNMENT

The next Township Meeting is scheduled to be held on Tuesday, December 23, 2025, at 7:00pm, 500 Elwood Road, Elwood, NJ 08217, Mullica Township School

The items listed on this tentative Committee Agenda are subject to change any time after printing or during the Committee Meeting. Since this Agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final Agenda or those matters added and discussed by the Mayor and Committee. Please contact the Township Hall or visit our website to obtain updates at www.mullicatownship.org.

**TOWNSHIP OF MULLICA
ORDINANCE NO. 17-2025**

**AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION OF
GOVERNMENT AND AMENDING CHAPTER 34, PERSONNEL POLICIES,
SECTION 34-4 OFFICERS & EMPLOYEES, DUTIES TO INCLUDE THE
POSITION OF FINANCE ASSISTANCE IN THE CODE OF THE TOWNSHIP
OF MULLICA, COUNTY OF ATLANTIC, STATE OF NEW JERSEY**

WHEREAS, the Township Committee of the Township of Mullica wishes to amend Chapter 2, Article VI, Department of Revenue and Finance, to create the position of Finance Assistant within the Township of Mullica; and

WHEREAS, the Township Committee of the Township of Mullica wishes to amend Section 34-4 of the Township to Code to include a job description for a Finance Assistant.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MULLICA THAT, that Section VI be amended to add the following:

§ 2-39 Finance Assistant

- A. Creation of office. The position of Finance Assistant is hereby created in and for the Township of Mullica
- B. The Finance Assistant shall be appointed by the Township Committee
- C. Compensation shall be fixed annually by the Township Committee as part of the Annual Salary Ordinance.
- D. The qualifications and job responsibilities are defined in the Chapter 34-4.

BE IT FURTHER ORDAINED, by the Township Committee of the Township of Mullica, in the County of Atlantic and State of New Jersey as follows:

The job descriptions and changes attached to this Ordinance are specifically incorporated into this Ordinance and shall be adopted pursuant to this Ordinance and shall be kept on file in the Township Clerk's Office.

Repealer. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

Severability. If any Section or part of this Ordinance is deemed to be invalid or illegal in any Court of competent jurisdiction, then said part is severable from the Ordinance as a whole and the remaining sections or parts of this Ordinance shall remain in full force and effect.

Effective Date. This Ordinance shall take effect according to law after final passage and publication.

Introduction: November 25, 2025
Adoption: December 23, 2025

ATTEST:

DEANNA DEMARCO
MAYOR

MONICA NEWTON
ACTING MUNICIPAL CLERK

Position Title: Finance Assistant
Department: Finance
Union: None
FLSA Status: Non-exempt

GENERAL PURPOSE:

Performs a variety of routine and complex clerical, accounting and administrative work in accounts payable, purchasing, payroll and general administration as a confidential employee.

SUPERVISION:

Reports to: Chief Financial Officer
Position Titles Supervised: None

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Reviews requisitions; confers with vendors to obtain product and service information such as price, availability and delivery schedule. Determines method of procurement such as direct purchase or bid.

Prepares and processes purchase orders and maintains master vendor list.

Maintains accounts payable and encumbrance system for public works contracts.

Processes claims and vouchers for payment; matches invoice with purchase order; checks all claims for accuracy; verifies account codes for proper assignment of budget expenditures; sends claim vouchers to department directors for approval; resolves disputes within area of authority and responsibility.

Prepares claims for governing body approval.

Prepares computerized, manual and electronic payments; disburses Township funds upon approval of vouchers.

Enters expenditure data on vouchers, warrants and other accounting records; enters accounts payable expenditures into financial systems.

Inputs budgetary data into financial accounting system.

Prepare periodic financial, statistical or operational reports as assigned.

Assists in maintaining a daily cash balance and balancing cash on hand against receipts, assists in preparing and balancing deposits.

Assists in payroll processing including bi-weekly inputs, preparation of monthly, quarterly & annual reports.

Composes, types and edits a variety of correspondence, reports, memoranda, and other material requiring judgment as to content, accuracy, and completeness.

POSITION QUALIFICATIONS:

Education Required: Graduation from a high school or GED equivalent with specialized course work in general office practices such as typing, accounting and data processing.

Experience Required: Two (2) years of increasingly responsible related experience, or any equivalent combination of education and experience.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

- Working knowledge of modern governmental accounting theory, principles and practices
- Working knowledge of modern office practices and procedures
- Working knowledge computers, computerized financial applications and data processing
- Skill in operating listed equipment.
- Ability to perform arithmetic computations accurately and quickly.
- Ability to effectively meet and deal with the public; ability to read, write, speak and understand English sufficiently to perform the duties of the position
- Ability to establish and maintain effective working relationships with employees, supervisors, other departments, officials, vendors and the public
- Ability to work under pressure and/or with frequent interruptions.

EQUIPMENT USED:

Calculator, computer, copier, FAX machine, telephone, postage machine

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger; handle, feel or operate objects, tools or controls; and reach with hands and arms.

Work performed is subject to interruptions.

The employee must occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval _____

Effective Date: _____

Employee _____

Date: _____

Supervisor _____

Date: _____

Revision History:

**TOWNSHIP OF MULLICA
ORDINANCE 18-2025**

AN ORDINANCE AMENDING CHAPTER 102 ENTITLED "CONSTRUCTION CODES, UNIFORM" OF THE TOWNSHIP OF MULLICA, ATLANTIC COUNTY, NEW JERSEY AND TRANSFERRING JURISDICTION FOR THE ADMINISTRATION AND ENFORCEMENT OF THE UNIFORM CONSTRUCTION CODE TO THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS

BE IT ORDAINED AND ENACTED by the Governing Body of the Township of Mullica, Atlantic County, State of New Jersey, as follows:

SECTION I: Sections 102-1 through 102-5, inclusive, of Chapter 102 of the Code of the Township of Mullica regarding the function and duties of the Township of Mullica building and construction department, are hereby repealed, effective upon the assumption of jurisdiction by the State of New Jersey, Department of Community Affairs, as provided below.

SECTION II: The following new title and Section 102-1 of Chapter 102 to be entitled "Construction codes, Uniform of the Township of Mullica is hereby established, as follows:

90-1 State Uniform Construction Code Enforcing Agency.

90-1.1 Relinquishment of Jurisdiction. The Township of Mullica, pursuant to N.J.S.A. 51:27D, et. seq. and N.J.A.C. 5:23-4.3, hereby relinquishes its jurisdiction of the administration and enforcement of the Uniform Construction Code and hereby transfers jurisdiction for the administration and enforcement of the Uniform Construction Code to the Department of Community Affairs of the State of New Jersey. The transfer of jurisdiction pursuant to this section shall not take effect until the expiration of 120 calendar days from the date a certified copy of this section is forwarded to the Department of Community Affairs or until the Department of Community Affairs shall exercise its jurisdiction to enforce the Uniform Construction Code, whichever date is sooner.

90-1.2 Records and Files. The Township of Mullica shall deliver or make available to the State Department of Community Affairs any and all records and files of the Township necessary for the Department of Community Affairs to carry out its functions, and the Department is hereby authorized to transfer such records and files to a location designated by the Department of Community Affairs.

SECTION III: All Ordinances and provisions thereof inconsistent with the provisions of this Ordinance shall be and are hereby repealed to the extent of such inconsistencies.

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

SECTION V: Effective Date. This Ordinance shall take effect after final passage, adoption and publication according to New Jersey law.

Introduction: November 25, 2025

Adoption: December 23, 2025

**DEANNA DEMARCO,
MAYOR**

ATTEST:

**MONICA NEWTON,
Acting Municipal Clerk**



Principals
Richard Rehmann, GISP
Richard Heggan, PLS, PP
Jeff MacPhee, PLS
Carolyn Feigin, PE, PP

Township of Mullica Committee Meeting
November 25, 2025

ENGINEER'S REPORT

1. **NJDOT FY2024 Municipal Aid: Wharton Park Blvd. Roadway & Drainage Improvements**
(ARH Proj.# 62-01010.01; Proposal # P2024.0132)
 - Punchlist items are issued and will be done in December.
2. **NJDOT FY2025 Municipal Aid: Burdick Ave. & Wharton Park Blvd. Roadway & Drainage Improvements**
(ARH Proj. # 62-01015.01)
 - Design in progress and being submitted to NJDOT for comments approval.
3. **New Police Building Site** (ARH Proj.# 6201001.03)
 - Review of the architectural plans for the addition has begun and preliminary engineering review of site plan base mapping has started.
 - On-going internal coordination meetings with architect and engineer to confirm technical details regarding proposed site improvements and building addition.
 - Awaiting response from the Health Department regarding the new scope of work.
 - Pre-application meeting request with the Pinelands commenced on 10/30/2025.
4. **NJDOT State Aid Grants, FY2026** (ARH# P2025.0402)
 - FY26 Municipal Aid – 4th Avenue Roadway & Drainage Improvements
 - o Grant amount is assigned and is valued at \$231,023.00 excluding design and management fees.
 - o Will meet with the Township regarding any scope adjustment and timeline for design and bidding.
 - FY26 Safe Streets to Transit – Wharton Park Boulevard Sidewalk and Pedestrian Safety Improvements
 - o Pending update from NJDOT.
5. **River Road Survey Support**
 - Revised proposal forwarded to the Township and will be considered and issued a PO once agreed and finalized.
6. **2024 Stormwater Pollution Prevention Plan**
 - Coordinating with NJDEP and local public works.
7. **Road Opening Permits**
 - Issued Road Opening Permit to 3713 Reading Avenue, waiting on schedule from SJ Gas.

Respectfully Submitted,

James Sia, PE for
ARH Associates

JS
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ARH Associates

Corporate Headquarters – 215 Bellevue Avenue – PO Box 579 – Hammonton, NJ 08037 – 609.561.0482 – fax 609.567.8909
Tinton Falls Office – 97 Apple Street – Suite 1 – Tinton Falls, NJ 07724 – 609.561.0482 – fax 609.567.8909

www.arh-us.com

**TOWNSHIP OF MULLICA
RESOLUTION 236-2025**

**RESOLUTION AUTHORIZING THE CARRYOVER OF ADDITIONAL VACATION
DAYS FOR THE CHIEF FINANCIAL OFFICER**

WHEREAS, N.J.S.A. 40A:9-10.3 permits an officer or employee of a municipality to carry over vacation time beyond the two-year limit when the employee was unable to take such vacation due to business demands; and

WHEREAS, the Chief Financial Officer has requested authorization to carry over five (5) additional vacation days that could not be used in 2025 due to business demands; and

WHEREAS, the Director of Revenue and Finance has reviewed and supports this request, noting that the Chief Financial Officer assumed additional responsibilities during the year, including serving as Acting Clerk following an unexpected vacancy, overseeing the recruitment process for the Clerk and Deputy Clerk positions, completing projects left unfinished by the previous Business Administrator, managing the Columbia Road project, and coordinating the Township's transition to a new healthcare and dental insurance provider;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Mullica, County of Atlantic, State of New Jersey, that the Chief Financial Officer is hereby authorized to carry over an additional five (5) vacation days from 2025.

ADOPTED: November 25, 2025

This is to certify that this is a true copy of a
Resolution adopted by the Township of Mullica
Committee at the special meeting held on
November 25, 2025

DeAnna DeMarco
Mayor

Monica Newton
Acting Municipal Clerk

**TOWNSHIP OF MULLICA
RESOLUTION NO. 237-2025**

APPROVING CANCELLATION OF GRANT BALANCES

WHEREAS, certain Grants Receivable Balances remain on the Current Fund Balance Sheets; and

WHEREAS, it is necessary to formally cancel the receivable balance and its' offsetting appropriation reserve balance from the balance sheet; and

WHEREAS, it is also necessary to formally cancel the Township's matching portion of the grant balance and credit said balances to the Current Fund Balance;

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Mullica that the following Grant Receivable, appropriation reserve balances and appropriation reserve balances matching portion be cancelled:

2024-2025 Municipal Alliance

Appropriation Reserve : \$1,454.28 Grant Receivable : \$1,442.49 Cash Match \$11.79

Adopted: November 25, 2025

DEANNA DEMARCO
MAYOR

MONICA NEWTON
ACTING MUNICIPAL CLERK

**TOWNSHIP OF MULLICA
RESOLUTION NO. 238-2025**

**CONFIRMING SALE OF PROPERTY
BLOCK 4182, LOTS 1 & 2**

WHEREAS, the Township Clerk of the Township of Mullica advertised a public auction sale to be held on October 23, 2025 at 4:30 p.m. in the Mullica Township Municipal Building, Elwood, New Jersey; and

WHEREAS, the Township of Mullica shall convey only what title it has in said property by Quit Claim Deed, and

WHEREAS, the purchaser specifically understands and agrees that they will take property subject to any lien, encumbrance, litigation, easement, or any other restriction or lien of any nature, and

WHEREAS, a deposit of \$500.00 for administrative costs was received by the Township Clerk.

WHEREAS, a bid of \$3,175.00 each was received for Block 4182, Lots 1 & 2, by Clarence Mays of 252 Mulberry Street, on October 23, 2025, for a total of \$6,350.00 and paid in full, and

NOW, THEREFORE, BE IT RESOLVED, that the sale of Block 4182, Lots 1 & 2, by Clarence Mays of 252 Mulberry Street, be approved by the Township Committee of the Township of Mullica, and

BE IT FURTHER RESOLVED, the Township Solicitor is hereby authorized to draw up a quitclaim deed to be executed by the Mayor and Township Clerk to transfer the subject property to name and address, upon receipt of a legal description of the property.

Adopted: November 25, 2025

DEANNA DEMARCO
MAYOR

ATTEST:

MONICA NEWTON
ACTING MUNICIPAL CLERK

**TOWNSHIP OF MULLICA
RESOLUTION NO. 239-2025**

**APPROVING CEDAR CREEK HIGH SCHOOL
USE OF FACILITIES REQUEST**

WHEREAS, Cedar Creek High School Athletics has made application to utilize the Mullica Township baseball / softball fields; and

WHEREAS, the application has been completed in full by the applicant as well as reviewed and approved by appropriate personnel; and

WHEREAS, the Governing Body of the Township of Mullica hereby waives any fees in conjunction with application requirements.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Mullica, Atlantic County, New Jersey, hereby approves an application for use of facilities/fields made by Cedar Creek High School and waives any fees in conjunction with application requirements

Adopted: November 25, 2025

DEANNA DEMARCO
MAYOR

ATTEST:

MONICA NEWTON
ACTING MUNICIPAL CLERK

**TOWNSHIP OF MULLICA
RESOLUTION NO. 240-2025**

**RESOLUTION INSERTING AN ITEM OF REVENUE IN THE 2025 BUDGET
DRIVE SOBER OR GET PULLED OVER**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation of equal amount,

WHEREAS, the Township of Mullica has been awarded a \$5,600 Grant from the NJ Department of Public Safety, Division of Highway Traffic Safety and wishes to amend its 2025 Budget to include this amount as revenue.

SECTION 1:

NOW THEREFORE BE IT RESOLVED, that the Township of Mullica County of Atlantic hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2025:

Miscellaneous Revenue
Special Items of General Revenue Anticipated with Prior
Written Consent of the Director of Local Government Services:

State of New Jersey, Department of Law and Public Safety
Division of Highway Traffic Safety
Drive Sober or Get Pulled Over Holiday 2025

SECTION 2:

BE IT FURTHER RESOLVED, that a like sum of \$5,600 is hereby appropriated under the caption of:

General Appropriations
(a) Operations Excluded from 5% Caps Public and Private
Program Off-Set by Revenues:

State of New Jersey, Department of Law and Public Safety
Division of Highway Traffic Safety
Drive Sober or Get Pulled Over Holiday 2025

ADOPTED: November 25, 2025

DeAnna DeMarco
Mayor

Monica Newton
Acting Municipal Clerk

RESOLUTION 241-2025

RESOLUTION AUTHORIZING BUDGET TRANSFERS

WHEREAS, NJSA 40A:4-58 provides that appropriation transfers may be made during the last two months of the year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of Mullica, County of Atlantic, and State of New Jersey that the following transfers be made:

	<u>Account Number</u>	<u>From</u>	<u>To</u>
Township Committee Other Expenses	01-20-110-020	1,500.00	
Clerk - Salaries & Wages	01-20-120-010	30,000.00	
Clerk - Other Expenses	01-20-120-020	30,000.00	
Legal Service - Other Expenses	01-20-155-020	20,000.00	
Engineering Service - Other Expenses	01-20-165-028		15,000.00
Planning Board - Other Expenses	01-21-180-021		10,000.00
Police - Salaries & Wages	01-25-240-010		15,000.00
Public Works - Other Expenses	01-26-290-020		5,000.00
Reserve for Storm Recovery Trust	01-26-300-000		14,000.00
Buildings & Grounds - Other Expenses	01-26-310-020		5,000.00
Maintenance of Parks - Other Expenses	01-28-375-020		6,000.00
Accumulated Leave Compensation	01-30-415-000		5,620.00
Landfill Other Expenses	01-32-465-000		25,000.00
Social Security	01-36-472-000	20,000.00	
PERS Pension Contributions	01-36-471-000		880.00
TOTAL		101,500.00	101,500.00

ADOPTED: November 25, 2025

DeAnna DeMarco
Mayor

Monica Newton
Acting Municipal Clerk

**TOWNSHIP OF MULLICA
RESOLUTION 242-2025**

**RESOLUTION ACCEPTING RESIGNATION
OF REGISTRAR PATRICIA GATTO**

WHEREAS, Patricia Gatto, submitted a resignation letter dated November 19, 2025, for the position of Registrar to the Municipal Clerk's/Registrar's Office

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Mullica, County of Atlantic, State of New Jersey, hereby acknowledges and accepts the resignation letter submitted by Patricia Gatto.

BE IT FURTHER RESOLVED, that all relevant officials are hereby authorized to take all necessary actions to effectuate the resignation of Patricia Gatto effective November 25, 2025.

ADOPTED: November 25, 2025

*This is to certify that this is a true copy of a
Resolution adopted by the Township of Mullica
Committee at the special meeting held on
November 25, 2025*

DeAnne DeMarco
Mayor

Monica Newton
Acting Municipal Clerk

**TOWNSHIP OF MULLICA
RESOLUTION NO. 243-2025**

**APPOINTING A MUNICIPAL REGISTRAR
AND DEPUTY REGISTRAR**

WHEREAS, in accordance with NJSA 26:8-11 through 26:8-22 a Municipal Registrar and Deputy Registrar shall be appointed for the municipality; and

WHEREAS, Tiffany Stanley has resigned as Deputy Registrar and is hereby appointed Registrar with a term ending July 22, 2028 and;

WHEREAS, Monica Newton is hereby appointed as Deputy Registrar.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Mulica, County of Atlantic, and State of New Jersey that for the reasons set forth in the Preamble hereinabove, and which are incorporated by reference herein, Tiffany Stanley is hereby appointed as Registrar and Monica Newton is hereby appointed as Deputy Registrar for Township of Mullica commencing the date of this resolution.

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the appropriate regulatory agencies acknowledging said appointment, if required.

Adopted: November 25, 2025

DEANNA DEMARCO
MAYOR

ATTEST:

MONICA NEWTON
ACTING MUNICIPAL CLERK

**TOWNSHIP OF MULLICA
RESOLUTION 244-2025**

**AUTHORIZING AN INCREASE IN THE
HOURS OF THE DEPUTY CLERK**

WHEREAS, the Township Committee adopted Resolution #131-2025 appointing Tiffany Stanley as Part-time Deputy Clerk, not to exceed 21 hours per week; and

WHEREAS, the Governing Body hereby authorizes an increase in those hours to not to exceed 28 hours per week.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Mullica, County of Atlantic, State of New Jersey, that Tiffany Stanley, Deputy Clerk is authorized to work up to 28 hours per week and to be compensated at the same hourly rate of \$29.00, beginning December 1, 2025.

ADOPTED: November 25, 2025

This is to certify that this is a true copy of a
Resolution adopted by the Township of Mullica
Committee at the special meeting held on
October 28, 2025

DeAnna DeMarco
Mayor

Monica Newton
Acting Municipal Clerk

**TOWNSHIP OF MULLICA
RESOLUTION 245-2025**

**RESOLUTION ACKNOWLEDGING AND ACCEPTING
RESIGNATION OF CONSTRUCTION OFFICIAL**

WHEREAS, Keith Raveling submitted a resignation letter dated November 21, 2025, for the following positions:

- Construction Official
- Building Subcode/Inspector
- Fire Subcode/Inspector
- Electric Subcode/Inspector
- Plumbing Subcode/Inspector
- Mechanical Inspector

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Mullica, County of Atlantic, State of New Jersey, hereby acknowledges and accepts the resignation letter submitted by Keith Raveling.

BE IT FURTHER RESOLVED, that all relevant officials are hereby authorized to take all necessary actions to effectuate the resignation of Keith Raveling effective November 21, 2025.

ADOPTED: November 25, 2025

*This is to certify that this is a true copy of a
Resolution adopted by the Township of Mullica
Committee at the special meeting held on
November 25, 2025.*

DeAnne DeMarco
Mayor

Monica Newton
Municipal Clerk

October 28, 2025
02:36 PM

TOWNSHIP OF MULLICA
Check Register By Check Id

Page No: 1

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 42318 to 42318
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
42318	10/28/25	WHITT005 WHITTAKER ARMS		3110
	25-00739 WEAPON TRANSFER FEE	50.00		

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	1	0	50.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	50.00	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	5-01	50.00	0.00	0.00	50.00
Total of All Funds:		50.00	0.00	0.00	50.00

TOWNSHIP OF MULLICA
Bill List By Vendor Id

11/19/2025

12:12 PM

Ranges		Item Status		Purchase Types	Misc		
<i>Range: First to Last</i>		<i>Open: N</i>		<i>Bid: Y</i>	<i>P.O. Type: All</i>		
<i>Rcvd Batch Id Range: First to Last</i>		<i>Void: N</i>		<i>State: Y</i>	<i>Format: Condensed</i>		
		<i>Paid: N</i>		<i>Other: Y</i>	<i>Include Non-Budgeted: Y</i>		
		<i>Held: Y</i>		<i>Exempt: Y</i>	<i>Vendors: All</i>		
		<i>Aprv: N</i>					
		<i>Rcvd: Y</i>					
Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01357		APPLE PRINTING COMPANY, INC.					
25-00693	09/23/25	temporary no parking signs	Open	\$700.00	\$0.00		
25-00805	11/02/25	STORM DRAIN SIGNS	Open	\$315.00	\$0.00		
		Vendor Total:		\$1,015.00			
01701		ARAWAK PAVING COMPANY, INC.					
25-00834	11/19/25	Wharton Park Blvd #2	Open	\$104,954.16	\$0.00	CO000022	C
01982		ATLANTIC CITY ELECTRIC					
25-00815	10/01/25	OCTOBER SERVICES	Open	\$1,586.01	\$0.00		
25-00848	11/01/25	NOVEMBER SERVICES	Open	\$4,357.87	\$0.00		
		Vendor Total:		\$5,943.88			
03074		BEST EASTERN EXTERMINATING					
25-00766	09/23/25	Pest Control Services	Open	\$145.00	\$0.00		
04674		BUTTERHOF'S FARM & HOME SUPPLY					
25-00577	08/04/25	DOG FOOD - K9 TRUST	Open	\$62.99	\$0.00		
25-00781	10/24/25	WATER - DPW	Open	\$17.97	\$0.00		
25-00782	11/05/25	K-9 TRUST - DOG FOOD	Open	\$60.99	\$0.00		
25-00849	08/30/25	K9 - DOG FOOD	Open	\$62.99	\$0.00		
25-00850	08/01/25	DPW SUPPLIES	Open	\$61.15	\$0.00		
		Vendor Total:		\$266.09			
05271		CASA PAYROLL SERVICES, LCC					
25-00303	05/01/25	MAY-DECEMBER SERVICES	Open	\$533.00	\$0.00		B
08237		DIMEGLIO SEPTIC, INC.					
25-00776	10/01/25	SERVICES - OCTOBER	Open	\$82.00	\$0.00		
10474		EDMUNDS GOVTECH					
25-00773	10/17/25	ADDED/OMITTED & BLANK BILLS	Open	\$290.50	\$0.00		
15672		G & P FLOOR MAINTENANCE					
25-00346	05/28/25	JUNE-DECEMBER SERVICES	Open	\$425.00	\$0.00		B
17281		GRAINGER INDUSTRIAL SUPPLY					
25-00798	10/15/25	TRASH BAGS	Open	\$104.16	\$0.00		
28632		LOWE'S					
25-00775	10/21/25	AIR FILTERS/RAKE	Open	\$107.23	\$0.00		
33469		THE HAMMONTON GAZETTE					
25-00801	10/01/25	OCTOBER PUBLICATIONS	Open	\$462.74	\$0.00		
34302		VERIZON WIRELESS					
25-00842	10/01/25	OCTOBER SERVICES	Open	\$458.18	\$0.00		

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Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
34302		VERIZON WIRELESS	<i>Account Continued</i>				
48225		SOUTH JERSEY GAS COMPANY					
25-00794	10/01/25	OCTOBER SERVICES	Open	\$158.52	\$0.00		
48492		UNITEDHEALTHCARE INSURANCE CO					
25-00754	10/14/25	DECEMBER PREMIUM	Open	\$987.28	\$0.00		
48709		STAPLES CONTRACT & COMMERCIAL					
25-00786	10/24/25	PLANNING BOARD SUPPLIES	Open	\$37.84	\$0.00		
25-00787	10/21/25	OFFICE SUPPLIES - CLERK	Open	\$48.97	\$0.00		
25-00788	10/06/25	CONSTRUCTION DEPT OFFICE SUPPL	Open	\$126.55	\$0.00		
25-00789	10/11/25	OFFICE SUPPLIES - FINANCE	Open	\$326.90	\$0.00		
		Vendor Total:		\$540.26			
54678		VAL-U AUTO PARTS					
25-00818	10/01/25	OCTOBER PURCHASES	Open	\$3,457.65	\$0.00		
63968		LAWROW ELECTRIC & PLUMBING SUP					
25-00814	10/16/25	SUPPLIES - DPW	Open	\$39.95	\$0.00		
AMAZO010		AMAZON CAPITAL SERVICES					
25-00756	10/10/25	TRUNK OR TREAT/SUPPLIES	Open	\$139.91	\$0.00		
25-00783	10/10/25	TRUNK OR TREAT CANDY	Open	\$85.38	\$0.00		
25-00785	10/14/25	ALLIANCE TRUNK OR TREAT	Open	\$328.46	\$0.00		
25-00836	10/24/25	POLICE OFFICE SUPPLIES	Open	\$231.33	\$0.00		
		Vendor Total:		\$785.08			
ARHAS005		ARH ASSOCIATES					
25-00768	11/07/25	NJDOT 2025 BURDICK AVE	Open	\$5,820.00	\$0.00	CO000021	C
25-00769	11/07/25	NJDOT 2024 WHARTON PARK BLVD	Open	\$2,325.00	\$0.00	CO000016	C
		Vendor Total:		\$8,145.00			
ATLAN045		ATLANTIC COUNTY					
25-00840	10/01/25	FIREARMS TRAINING	Open	\$100.00	\$0.00		
ATLAN070		ATLANTIC TOMORROWS OFFICE					
25-00796	10/27/25	COPIER MAINT AGREEMENT	Open	\$144.90	\$0.00		
BOROU005		BOROUGH OF FOLSOM					
25-00792	09/01/25	TRAINING - 9/24-10/29	Open	\$2,250.00	\$0.00		
CMRSF005		CMRS-FP US POSTAL SERVICE					
25-00844	11/19/25	POSTAGE	Open	\$1,000.00	\$0.00		
CO002		ATLANTIC COUNTY UTILITES AUTH.					
25-00409	06/11/25	MAY-DECEMBER RECYCLING SVCS	Open	\$8,377.44	\$0.00		B
25-00846	11/19/25	OCTOBER SERVICES	Open	\$39,180.54	\$0.00	C9000015	C
		Vendor Total:		\$47,557.98			
COLUM005		COLUMN SOFTWARE PBC					

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P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
COLUM005		COLUMN SOFTWARE PBC	<i>Account Continued</i>				
25-00797	10/08/25	SPECIAL MTG NOTICE	Open	\$21.32	\$0.00		
25-00843	11/06/25	PB RFPS	Open	\$106.88	\$0.00		
		Vendor Total:		\$128.20			
COMCA005		COMCAST					
25-00780	10/26/25	NOVEMBER SERVICES	Open	\$381.43	\$0.00		
25-00808	10/16/25	NOVEMBER SERVICES	Open	\$149.89	\$0.00		
25-00838	11/01/25	NOVEMBER SERVICES	Open	\$24.06	\$0.00		
		Vendor Total:		\$555.38			
COMCA010		COMCAST BUSINESS					
25-00837	11/01/25	NOVEMBER SERVICES	Open	\$412.22	\$0.00		
EASTC005		EAST COAST WHOLESALE					
25-00817	09/30/25	DPW TIRES	Open	\$2,406.00	\$0.00		
ECCRO005		ECC ROOFING & SIDING					
25-00795	10/27/25	ROOF REPAIR	Open	\$1,800.00	\$0.00		
EMP28		PENNESE, ROBERT A.					
25-00360	05/28/25	2025 MEDICARE REIMBURSEMENT	Open	\$4,440.00	\$0.00		
EMP38		SILVA, CHRIS					
25-00847	11/19/25	TRUST - COMMUNITY DONATIONS	Open	\$325.61	\$0.00		
FPFIN005		FP FINANCE PROGRAM					
25-00806	11/07/25	POSTAGE METER LEASE	Open	\$434.85	\$0.00		
HALET005		HALE TRAILER BRAKE & WHEEL INC					
25-00333	05/27/25	lease extension	Open	\$210.00	\$0.00		B
HARTM005		HARTMANN, CHARLES					
25-00845	11/19/25	2025 WORKBOOT REIMBURSEMENT	Open	\$174.99	\$0.00		
HYWAY005		HY-WAY MOTORS, INC.					
25-00822	11/07/25	OCTOBER SERVICES DPW	Open	\$5,263.40	\$0.00	CO000020	C
JASIN005		JASINKSKI					
25-00709	06/01/25	JUNE & JULY SERVICES	Open	\$675.00	\$0.00		
25-00802	08/01/25	AUGUST SERVICES	Open	\$690.00	\$0.00		
		Vendor Total:		\$1,365.00			
JASON005		JASON PILLA TREE SPECIALIST					
25-00771	10/29/25	TREE REMOVAL - MOORES AVE	Open	\$1,050.00	\$0.00		
MAJES005		MAJESTIC OIL COMPANY, INC.					
25-00285	04/01/25	APRIL-DECEMBER PURCHASES	Open	\$6,311.70	\$0.00		B
MARTI015		MARTINO, ALAN					
25-00793	11/07/25	TAX REFUND RES 219-2025	Open	\$168.14	\$0.00		

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Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MUNIC005		MUNICIPAL CAPITAL FINANCE					
25-00790	10/01/25	COPIER LEASE	Open	\$241.72	\$0.00		B
NATIO020		NATIONAL HIGHWAY PRODUCTS INC.					
25-00791	10/22/25	STREET SIGNS	Open	\$205.00	\$0.00		
NJ006		NJ DIVISION OF PENSIONS					
25-00774	11/07/25	PERS RETRO CONTRIBUTION 24	Open	\$878.53	\$0.00		
NJ018		TREASURER, STATE OF NJ/ML					
25-00823	11/07/25	3RD QUARTER MARRIAGE FEES	Open	\$250.00	\$0.00		
NJ019		NJ STATE HEALTH BENEFITS FUND					
25-00812	11/07/25	PREMIUM - NOVEMBER	Open	\$111,428.59	\$0.00		
NJ020		NJ DEPT OF HEALTH & SENIOR SRV					
25-00811	10/01/25	OCT STATE FEES	Open	\$5.40	\$0.00		
NJ021		NJ MOTOR VEHICLE COMMISSION					
25-00851	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00852	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00853	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00854	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00855	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00856	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00857	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00858	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00859	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00860	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00861	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00862	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00863	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00864	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00865	11/19/25	TITLE	Open	\$3.00	\$0.00		
25-00866	11/19/25	TITLE	Open	\$3.00	\$0.00		
		Vendor Total:		\$48.00			
NORTH010		NORTHSTAR MARINE, INC.					
25-00833	11/19/25	Columbia Road Project	Open	\$140,050.00	\$0.00	CO000019	C
OHIOB005		OHIO BUREAU OF MOTOR VEHICLES					
25-00751	10/14/25	VEHICLE TITLE	Open	\$10.00	\$0.00		
RWBRO005		R.W. BROWN LANDSCAPING CO.LLC					
25-00399	04/01/25	FIELD MAINTENANCE SERVICES	Open	\$13,837.50	\$0.00		B
TWP16		GREATER EGG HARBOR REGIONAL					
25-00524	07/22/25	TAX LEVY PAYMENT - 2025 NOV	Open	\$207,832.80	\$0.00		
TWP17		MULLICA TWP BOARD OF EDUCATION					

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Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TWP17		MULLICA TWP BOARD OF EDUCATION		Account Continued			
25-00530	07/22/25	2025 TAX LEVY PYMT - NOV	Open	\$526,646.00	\$0.00		
XTELC005		XTEL COMMUNICATIONS INC.					
25-00770	10/31/25	NOVEMBER SERVICES	Open	\$39.84	\$0.00		
Total Purchase Orders: 86 Total P.O. Line Items: 0 Total List Amount: \$1,206,472.43 Total Void Amount: \$0.00							

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Current Fund	5-01	\$957,917.33	\$0.00	\$957,917.33	\$0.00	\$0.00	\$957,917.33
Grant Fund	G-02	\$247,761.78	\$0.00	\$247,761.78	\$0.00	\$0.00	\$247,761.78
Trust Fund	T-03	\$793.32	\$0.00	\$793.32	\$0.00	\$0.00	\$793.32
Total Of All Funds:		\$1,206,472.43	\$0.00	\$1,206,472.43	\$0.00	\$0.00	\$1,206,472.43

TOWNSHIP OF MULLICA
RESOLUTION 246-2025

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF MULLICA, COUNTY OF ATLANTIC, STATE OF NEW JERSEY,
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Township Committee of the Township of Mullica to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Township Committee of the Township of Mullica has determined that the issues permitted by N.J.S.A. 10:4-12(b) are to be discussed without the public in attendance during an Executive Session to be held on **November 25, 2025**, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

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"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

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"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

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"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

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"(4) 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." The collective bargaining contract(s) discussed are between the Board and _____

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"(5) Any matter involving the purchase 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." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

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"(6) 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." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is: _____

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"(7) 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 ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are N/A and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: _____

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"(8) 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 Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are Personnel Issues, Potential Reval, Citizen InquiryComplaint

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"(9) 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." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____;

WHEREAS, the length of the Executive Session is estimated to be 30 minutes/hour(s) after which the public meeting of the Township Committee shall either reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Mullica will go into Executive Session for only the above stated reasons.

BE IT FURTHER RESOLVED, that the Township Committee of the Township of Mullica hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED, that the Municipal Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will be privately discussed.

BE IT FURTHER RESOLVED, that the Municipal Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

ADOPTED: NOVEMBER 25, 2025

This is to certify that this is a true copy of a
Resolution adopted by the Township of Mullica
Committee at the special meeting held on
November 25, 2025

Deanna DeMarco
Mayor

Monica Newton
Acting Municipal Clerk