

DIVISION OF LOCAL GOVERNMENT SERVICES
SHARED SERVICES AGREEMENT
COVER SHEET

PROVIDER: Burlington Township COUNTY: Burlington

RECIPIENT: Riverton Borough COUNTY: Burlington

BRIEF DESCRIPTION OF SERVICE:

CFO Services

EFFECTIVE DATE: Oct 12, 2016

EXPIRATION DATE: Jan 1, 2020

Please submit this cover sheet with shared service agreement either via email to EGG@dca.state.nj.us or hard copies may be mailed to the Division of Local Government Services at PO Box 803, Trenton, NJ 08625-0803. Mailed correspondence should be sent to the attention of Shared Services.

**BOROUGH OF RIVERTON
RESOLUTION # 90-2016**

**RESOLUTION AUTHORIZING THE MAYOR TO
EXECUTE AN INTERLOCAL SERVICE AGREEMENT
WITH THE TOWNSHIP OF BURLINGTON**

WHEREAS, the Borough of Riverton ("Borough") made the part-time appointment of a Chief Financial Officer, Dawn Bass on September 14, 2016; and

WHEREAS, Ms. Bass also currently serves the Township of Burlington ("Township") on a full-time basis; and,

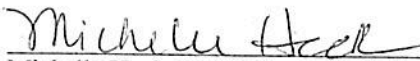
WHEREAS, the Township and the Borough is desirous to enter into an interlocal shared service agreement for this position with financial compensation for this position being the responsibility of the Borough;


WHEREAS, the Borough is responsible for providing a schedule of hours to the Township Administrator, who is willing to accommodate and allot the times needed t the Borough.

NOW, BE IT RESOLVED, the Mayor and Council, at their regular monthly meeting held on October 12, 2016, authorize the Mayor execute the "Interlocal Service Agreement for the Position of Chief Financial Officer" as described above.

ATTEST:

SIGNED:


Michelle Hack, RMC, Borough Clerk


Suzanne Cairns Wells, Mayor

RECORDED VOTE	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
AZELBY			✓			
BIANCHINI			✓			
CORBI			✓			
CREIGHTON			✓			
FULLERTON		✓	✓			
KINZLER	✓		✓			
MAYOR (TIE)			✓			

CERTIFICATION OF CLERK

I, Michelle Hack, RMC, Municipal Clerk of the Borough of Riverton, County of Burlington and State of New Jersey, do hereby CERTIFY that the foregoing is a true and certified copy of the Resolution adopted by the Borough Council of the Borough of Riverton.


Michelle Hack, RMC, Municipal Clerk

TOWNSHIP OF BURLINGTON/BOROUGH OF RIVERTON
BURLINGTON COUNTY

INTERLOCAL SERVICES AGREEMENT
CHIEF FINANCIAL OFFICER

This Interlocal Services Agreement dated this 27 day of September, 2016 (the "Agreement") by and among the Township of Burlington, a municipal corporation, having its principal address located at 851 Old York Road, Burlington, New Jersey 08016 (the "Township") and the Borough of Riverton, a municipal corporation, having its principal address located at Borough Hall, 505A Howard Street, Riverton, New Jersey 08077 (the "Borough");

WHEREAS, the Township currently employees Dawn Bass as the Township's Chief Financial Officer (the "CFO");

WHEREAS, the Borough has an immediate need to fill its Chief Financial Officer position;

WHEREAS, the Township and the Borough wish this Agreement to memorialize the terms and conditions through which the Borough will be permitted to use the Township's CFO throughout the course of the year:

1. Use of the Services of the CFO.

A. The Township hereby authorizes the Borough to utilize the services of its Chief Financial Officer, Dawn Bass on a permanent basis for approximately either (8) hours per work week, conditioned upon the CFO continuing to maintain normal work hours at the Township. In order to avoid any conflict in the Borough's utilization of the CFO, the Township hereby requests that the Borough provide the Township's Administrator with a schedule of the Borough's intended work schedule for the CFO.

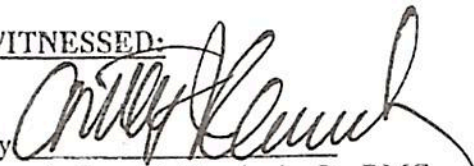
2. The Borough's Cost for the Services of the CFO.

A. The Township shall not charge the Borough for use of the CFO, but will expect that the Borough will compensate the CFO directly for the time spent by the CFO assisting the Borough.

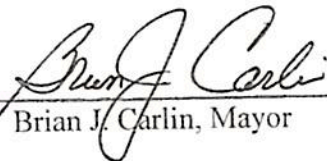
3. Term of the Agreement. Unless terminated by either the Township or the Borough in writing, the term of this Agreement shall run for so long as the CFO is employed by the Borough.

4. Entire Agreement. This Agreement constitutes the entire Agreement between the Township and the Borough. This Agreement may only be modified, signed in writing by each party.

WITNESSED:

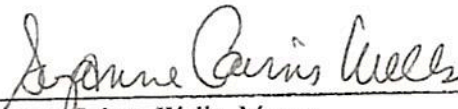
By: 
Anthony J. Carnivale, Jr., RMC
Municipal Clerk

TOWNSHIP OF BURLINGTON

By: 
Brian J. Carlin, Mayor

By: 
Clerk

BOROUGH OF RIVERTON

By: 
Suzanne Cairns-Wells, Mayor