

MINUTES

BEVERLY CITY COMMON COUNCIL Meeting of February 14, 2012

7PM

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT (NJSA 10:4-6) *In compliance with the Open Public Meetings Act, this is to announce that adequate notice of this meeting was provided in the following manner: On December 29, 2011, advance written notice of this meeting was posted on the public bulletin board in the City Hall; was mailed to THE BURLINGTON COUNTY TIMES and to the CAMDEN COURIER POST; was filed with the City Clerk and was mailed to all persons who requested and paid for such notice. **The proceedings of all meetings are typically electronically recorded and the Minutes will be on file in the office of the City Clerk.***

FLAG SALUTE

ROLL CALL

Mayor: Randy H. Miller

Council President: Luis Crespo

Council Members: Barbara Kelly, Brian Perkins, Hal Robertson, Robert Thibault

Solicitor: Albert K. Marmero

Engineer: William H. Kirchner

Administrator: Ken Gerber, CPM

Municipal Clerk: Donna Snyder, RMC/CMR/CPM

MINUTES

2012: 1/17, 1/24, 1/30.

2011: 8/23, 9/27, 10/11, 10/25, 11/10, 11/22, 12/13, 12/27.

ORDINANCE 2012-1 SECOND READING/PUBLIC HEARING

An Ordinance of the Common Council of the City of Beverly amending Ordinance 2010-1 AND 2005-__ of the Revised General Ordinances of the City of Beverly entitled: "**TOWING AND STORAGE OF MOTOR VEHICLES**".

ORDINANCE 2012-2 INTRODUCTION/FIRST READING

An Ordinance of the Common Council of the City of Beverly clarifying the Duties, Roles, and Responsibilities of the City's Public Safety Director. Said Ordinance will come before Council for Second Reading/Public Hearing/Adoption at Council's February 28, 2012 meeting to be held at 7PM at the Beverly Housing Authority Building, at which time any and all wishing to be heard on same will be so heard. Copies of said Ordinance are available at the Municipal Clerk's Office, 446 Broad Street, Beverly, NJ 08010 between the hours of 9A-5P Monday through Friday.

RESOLUTIONS

RESOLUTION 2012-89

A Resolution authorizing execution of a Payroll Services Agreement with CASA Payroll Services for the 2012 Calendar Year.

RESOLUTION 2012-90

A Resolution authorizing investment of Idle Funds and Fund Transfers.

RESOLUTION 2012-91

A Resolution of the Common Council of the City of Beverly authorizing signatures on Beverly City Checks for the 2012 Calendar Year.

RESOLUTION 2012-92

A Resolution of the appointing Contact Persons for the Burlington County Municipal Joint Insurance Fund Employment Practices Liability "Helpline".

RESOLUTION 2012-93

A Resolution authorizing the Beverly City Tax Assessor the ability to file Appeals/Adjustments/Stipulations of Settlement with the Burlington County Board of Taxation.

RESOLUTION 2012-94

A Resolution for Check Authorization prior to Bills List approval.

RESOLUTION 2012-95

A Resolution authorizing the City to enter into a contract with Networks Plus to host, operate, service and otherwise manage the official Website of the City of Beverly.

RESOLUTION 2012-96

A Resolution authorizing entry into a Subordination Agreement with respect to Block 86/Lot 19, the Property also known as 41 Pine Street, Beverly, NJ 08010 (Springfield RCA) with USAA Federal Savings Bank, San Antonio, Texas.

RESOLUTION 2012-97

A Resolution authorizing renewal of an Inter-Local Services Agreement with the Township of Willingboro regarding Animal Control Services for the 2012 Calendar Year.

RESOLUTION 2012-98

A Resolution approving the Written Backup Policy for Computer Data Stored Offsite, as submitted by Networks Plus, to meet compliance with the 2012 Governor's Best Practices Toolbox.

RESOLUTION 2012-99

A Resolution establishing a Handicapped Parking Permit at 640 Elizabeth Street, Beverly, NJ 08010.

RESOLUTION 2012-100

A Resolution authorizing refund of Construction Permit Fees to Quick Environmental, 61 Cunningham Avenue, Trenton, NJ 08610.

RESOLUTION 2012-101

A Resolution authorizing personnel assistance at the 2012 Beverly City Rabies/Licensing Clinic.

NEW BUSINESS

1. Acceptance of Letter of Resignation by William Ciechanowski, part-time, seasonal Public Works employee.
2. January 25, 2012 Letter of Request from Housing Inspector Michael Thompson for buy-back of 40 Hours of Vacation time.
3. COMCAST: Renewal Period Notification.
4. Beverly United Methodist Church: Request for refund of Permit Fees for their Capital Funds Project in the amount of \$628.00.
5. Palmyra High School: High School Seniors - Request for continuation of Annual Award by the City of Beverly.

CORRESPONDENCE

ERI: a.) Upcoming Roadway Projects info to PSE&G.

Beverly United Methodist Church: Meals of Love, Monday 2/20/12 from 4-6PM.

Beverly Sewerage Authority Audit for Years ended 9/30/11 and 9/30/10.

State of NJ/Dept. of Treasury: Table of Equalized Valuations January 30, 2012

Bd. Of Freeholders: Low/Mod Income Limits Updates for FY 2012.

Catholic Charities - Request for Funding.

Storb Environmental: Environmental Notifications

NJ Emergency Mgmt. Assoc. - Membership.

Bd. Of Freeholders - Notice of change of location for public hearing on sale of real property known as Buttonwood Hospital.

Dewberry: DEP NJ Transit River Line Deed Notices.

COMMENTS/REPORTS

MAYOR

ADMINISTRATOR

SOLICITOR

ENGINEER

COUNCIL MEMBERS

CLERK

PUBLIC COMMENT

*This portion of the meeting provides the public with an opportunity to ask questions of City Council concerning the City, or to address questions to the Administrator/Director of Public Safety. **Please state your name and address for the record.***

EXECUTIVE SESSION

Resolution 2012-_____ :

A Resolution of the Common Council of the City of Beverly to hold Executive Session in accordance with the Open Public Meetings Act, P.L. 1975, Chapter 231, permitting the exclusion of the Public from a meeting in certain circumstances which the Governing Body deem now exist: Discussion to be had on Personnel, Litigation, and Contractual matters.

ACTION AFTER EXECUTIVE SESSION: YES_____ (See below) NO_____

ADJOURNMENT

Governor's Best Practices Toolbox:

"Prospective" Items for Continued Discussion, Monitoring, and Update:

1. Does your municipality maintain an up-to-date municipal website containing, but not limited to:

Past 3 years adopted Budgets. YES.

Current year proposed Budget including the full adopted Budget for current year when approved by the Governing Body. TBA

Most recent Annual Financial Statements and Audits. YES

Notifications for Solicitation of Bids and RFP's. TBA LINC TO ENGINEER.

Employee Contact Information. TO BE UPDATED.

Governing Body, Boards, and Commission Meeting Dates, Minutes, and Agendas. TBA

2. Is your municipality's computer information backed up regularly, pursuant to a written backup policy and is data stored offsite. YES. WRITTEN POLICY IN PROCESS.

3. Are Ordinances codified on an annual basis and made available electronically and/or in an existing Ordinance book for the public. TBA

4. If your municipality is a member of the SHBP, have you transitioned from Chapter 88 (lifelong retirement benefits & Medicate Part B payouts) to Chapter 48 (healthcare cafeteria and select cost-saving provisions for all current and future employees).

"CAFETERIA PLAN" ADVISED TO ALL CITY EMPLOYEES AND HAS COMMENCED.

**Note "No" Items for Monitoring:

Is your municipality's Police Department accredited by the Commission on Accreditation of Law Enforcement Agencies, Inc. (CALEA), or have Senior officers had advanced training through professional agencies/academies.

Updated 1/6/12