

MINUTES
BEVERLY CITY COMMON COUNCIL
Meeting of November 10, 2011
7PM

CALL TO ORDER

The meeting was called to order by Council President Luis Crespo.

OPEN PUBLIC MEETINGS ACT (NJSA 10:4-6)

Mr. Crespo read the following statement into the minutes: *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 January 4, 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

Mr. Crespo led those present in the Flag Salute.

ROLL CALL

ALL PRESENT:

Council President: Luis Crespo.

Council Members: Scott Williams, Martin Bass, Brian Perkins, Alfred Desjardins, Barbara Kelly, Mayor Gail G. Cook.

Solicitor: Albert K. Marmero.

Engineer: Bill Kirchner.

Administrator: Ken Gerber, CPM

Municipal Clerk: Donna Snyder, RMC/CPM

MINUTES

All will be completed and submitted for approval by Council's 12/27/11 meeting.

ORDINANCES

ORDINANCE 2011-15: RE-ESTABLISHING POLICE STAFFING LEVELS.

SECOND READING/PUBLIC HEARING

An Ordinance of the City of Beverly amending Chapter 3 of the Code of the City of Beverly entitled "Police Department", to re-establish staffing levels in the Beverly City Police Department. The floor was opened to Public Comment at 7:08PM. No Public Comment. Motion to Approve by Williams; Second by Roberts. Roll Call - All Ayes. Motion Carried.

*At this point, Engineer Bill Kirchner advised that relative to the **ADA Improvements to City Hall** and the Grant received, and the lowest bid by **J.H. Williams** -- we're still going to have to Bond for \$150,000 to cover. This is a competitive Grant, and they're not happy if you give the money back. There is no time to re-bid. We will be getting the ADA access, bathrooms, police room, public works, and the elevator. This will involve an aggressive timetable and we'll need the cooperation of the Police and everyone in the building over the next few months. Next Thursday will be the Pre-Construction Meeting; they would start the following week.

RESOLUTIONS

RESOLUTION 2011-251*

A Resolution of the Common Council of the City of Beverly awarding contract for the ADA Upgrades to the City of Beverly Municipal Building to lowest bidder J.H. WILLIAMS ENTERPRISES, 23 Haines Drive, Moorestown, NJ 08057, in the amount of \$521,499.00 in conjunction with a Small Cities Block Grant in the amount of \$398,900.00 and subject to approval of the Department of Community Affairs. Motion to Approve by Bass; Second by Perkins. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2011-252

A Resolution of the Common Council of the City of Beverly authorizing transfer of Budget appropriations. Motion to Approve by Bass; Second by Kelly. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2011-253

A Resolution of the Common Council of the City of Beverly accepting the resignation of Lorraine Lingle, Beverly City Court Administrator, effective December 31, 2011. Motion to Accept with Regret by Desjardins; Second by Bass. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2011-254

A Resolution of the Common Council of the City of Beverly accepting the resignation of Harold Link, Beverly City Crossing Guard effective November 7, 2011. Motion to Accept by Robertson; Second by Perkins. Roll Call Vote - All Ayes. Motion Carried.

BILLS LIST

The 11/10/11 Bills List was reviewed with Motion to Approve by Williams; Second by Kelly. Roll Call Vote - All Ayes. Motion Carried.

CORRESPONDENCE

Unless otherwise noted, all Correspondence is reviewed by Council and filed accordingly.

Burlington County Board of Taxation: 2011 Abstract of Ratables.
Edgewater Park: Notice of Public Hearing on their Ordinance 2011-10.
ERI: Notice of Beverly Sewerage Treatment Plant-TWA Application.
Beverly City Revaluation Monthly Status Report for October 2011.
Recycling Education for Municipal Green Teams/Environmental Commissions.
Request from Ann Moore for list of "Good Business Recyclers".
Low Income Home Energy Assistance Program (LIHEAP) announcement.

COMMENTS/REPORTS

ADMINISTRATOR

Mr. Gerber advised that both Letters of Resignation for Court Administrator and Crossing Guard are on file. Tait Roofing will begin the week of November 14, 2011. The payouts to Willingboro on the Bills List are for work on our smaller vehicles. A great job was done on Pine Street. The Emergency Squad continues to revamp and re-staff. The Squad from Burlington City is assisting and its business as usual. A report from our Housing Department was received showing that 44 of the 56 property maintenance problem properties have come into compliance. On some, violations have not been issued because Mortgage Companies are changing hands. Summonses have been issued, and the recommendation to "Clean and Lien" has been given on at least 8 properties. Council Member Robertson advised that he would like to have date columns on this format so as to indicate time between each step taken. We will get this added by Housing.

SOLICITOR

The Solicitor's comments are reserved for Executive Session.

ENGINEER

Mr. Kirchner advised that Pine Street was base paved today; tomorrow top paving will be done, and the contractor should be out by next week. At Lauinger Field the roof on the Concession Stand will be completed and the cracked sidewalk will be repaired. Railroad to Warren is to be awarded at the next meeting of Council.

MAYOR

Mayor Cook reminded everyone about the United Methodist Church "Meals of Love" Program. Be sure to reserve a seat for Thanksgiving Dinner at 1PM at 387-2776. They have 46 reservations in so far. The Veteran's Day Service will be at the Memorial at 11AM on that day.

COUNCIL MEMBERS

Mr. Williams advised that he spoke to the County regarding the depression at Railroad and Cooper and they sent comments to the Water Company.

Mr. Robertson said that Pine Street looks start with all the trees gone; will Cooper look the same way? Mr. Kirchner stated yes, but that several trees would be retained. It's the same Grant as Lauinger Field. Next year it will be available and we can do the park landscaping over there. Mr. Kirchner also stated that relative to the underground tank removed at City Hall by Allen/Meridian—we're still waiting for test results. Our options will be reviewed once the results are in. Funds came from "Brownfields". It will be 2-3 weeks until all tests are back.

Mr. Crespo stated that a Bond Anticipation Note (BAN) will be done the beginning of the new year to cover the ADA Project. If there is no ADA, our insurance will go up, and it opens us up to ADA lawsuits.

CLERK

No comment at this time.

PUBLIC COMMENT - 8:46PM

*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.***

Public Comment was had by Residents/Property Owners M/M Russell; Loy Ellsworth; Ms. Mincer. Topics covered were the length of time it took to hire Public Works replacements; Police overtime; Ongoing Leaf piles; Storm drains at Putnum and Bentley; Property Maintenance issues at certain City locations; Loitering problems. Ms. Mincer asked about opportunities for Adult Literacy Programs in Beverly, stating that you can't expect people to be different if you don't teach them a different way; it becomes a vicious cycle. Additionally, many parents are low income and can't afford outside programs. There should be teams for the children. It was suggested that perhaps the Library could get involved. Barbara Russell reminded re the "Night Watch". She said that people are afraid to come here. Homeowners and Absentee Landlords should be notified. Perhaps we could check Camden and North Jersey Ordinances that are in place relative to what Beverly is experiencing.

There being no further comment, Public Session was closed at 9:34PM, and Council moved to Executive Session:

EXECUTIVE SESSION

Resolution 2011-255:

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 deems now exist: Discussion to be had on Personnel, Litigation, and Contractual matters.

ACTION AFTER EXECUTIVE SESSION: YES__X__ (See below) NO_____

Council took the following action after Executive Session:

RESOLUTION 2012-256

A Resolution of the Common Council of the City of Beverly authorizing the Municipal Clerk to advertise to fill the position of **Municipal Court Administrator**, a position being vacated on 12/30/11 by current Court Administrator, Lorraine Lingle. Motion to Approve by Bass; Second by Williams. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2012-257

A Resolution of the Common Council of the City of Beverly authorizing the Municipal Clerk to advertise for the position of **Substitute Crossing Guard**. Motion to Approve by Robertson; Second by Williams. Roll Call Vote - All Ayes, except Kelly and Desjardins-Abstain. Motion Carried.

ADJOURNMENT

There being no further business, Motion to Adjourn at 10:50PM was made by Kelly; Second by Bass. All in Favor. Motion Carried.

Respectfully submitted,

Donna Snyder, RMC/CMR/CPM

Date

APPROVED:

Council President Luis Crespo

Date

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.

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

Most recent Annual Financial Statements and Audits.

Notifications for Solicitation of Bids and RFP's.

Employee Contact Information.

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

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

NOTE: Offsite Backup contracted with Networks Plus. Policy in progress.

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

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).

****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.