

MINUTES

BEVERLY CITY COMMON COUNCIL

Meeting of October 9, 2012

7PM

CALL TO ORDER

Council President Crespo called the Meeting to Order at 7:08PM.

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 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. **Additional Notice of change in meeting location back to City Hall was so Noticed to THE BURLINGTON COUNTY TIMES on June 22, 2012; published in the same paper on June 24, 2012; and so posted. The proceedings of all meetings are typically electronically recorded and are also being manually recorded. 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

Present:

Mayor: Randy H. Miller

Council President: Luis Crespo

Council Members: Barbara Kelly, Robert Thibault

Solicitor: Albert K. Marmero

Engineer: William H. Kirchner

Administrator: Ken Gerber, CPM

Deputy Municipal Clerk: Donna Snyder, RMC/CMR/CPM

Absent:

Council Members: Perkins and Robertson

PRESENTATION

Bonnie Rick - Risk Management/Broker Services Coordinator
Hardenbergh Insurance Group-Beverly City Risk Management Providers.
"Safety on the Agenda" Program

RICE NOTICE - **REQUEST FOR OPEN SESSION FOR PERMANENT APPOINTMENT STATUS FOR POSITION OF TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICIAL (Required per NJ Civil Service Commission).**

Victoria Sereduk

Beverly City Hire Date: 3/26/2008 as Certified Technical Assistant to the Construction Official.

MINUTES

Council 2012 Minutes for review and approval: 9/25 and 9/11/12
Executive Session Minutes for review and approval: 9/25 and 9/11/12

BILLS LIST

October 4, 2012 Bills List for review and approval.

ORDINANCES

ORDINANCE 2012-9 - SECOND READING/PUBLIC HEARING

An Ordinance authorizing an Emergency Appropriation under N.J.S.A. 40A:4-53 for the purpose of preparing a **Revision and Codification of the Ordinances of the City of Beverly.**

ORDINANCE 2012-10 - SECOND READING/PUBLIC HEARING

An Ordinance to Amend Ordinance 2011-12 ("An Ordinance establishing that a business entity which makes Political Contributions to Municipal Candidates, and Municipal and County Political Parties in excess of certain thresholds shall be limited in its ability to receive Public Contracts from the City of Beverly in the County of Burlington") to Amend the Monetary Threshold for Contributions to Joint Candidate Committees for Mayor or Governing Body Members and County Political Parties from \$300 per Calendar Year to \$250 per Calendar Year, and from \$500 to \$450 per Calendar Year, respectively.

RESOLUTIONS

RESOLUTION 2012-241

A Resolution authorizing payment of Pay Estimate Number 2 submitted by **Curb-Con, Inc.** for the Cooper Street Gateway Project. This Pay Estimate includes the adjust contract quantities based on Change Order #2. The invoice is in the amount of \$242,587.42, less 2% retainage of \$4,851.75, less a previous payment of \$110,660.69 which leaves a balance of **\$127,274.98** owed to Curb-Con, Inc. at this time. Payment is made with confirmation of available funds by the Beverly City CFO: Budgetary Grant line item - "Enhanced Transportation: Cooper Street Gateway Project".

RESOLUTION 2012-242

A Resolution authorizing renewal of a three-year **Shared Services Agreement between the City of Beverly and the County of Burlington** for the Calendar Years 2013-2015 for the purpose of Snow Plowing and/or

Salting along and within specified areas of Rte. 543/Warren Street, Rte. 626/Broad Street, and Rte. 630/Cooper Street for a total of 1.6 miles.

RESOLUTION 2012-243

A Resolution approving a **Subordination Agreement** between the City of Beverly and Bank of America, N.A. regarding 662 Manor Road, Block 842/Lot 1.14 in the City of Beverly.

RESOLUTION 2012-244

A Resolution authorizing a Permanent Appointment to the position of Technical Assistant to the Construction Official for the City of Beverly.

RESOLUTION 2012-245

A Resolution removing a Deed Restriction from the Beverly City property known as 1015 Detwiler Street, Beverly, NJ 08010.

RESOLUTION 2012-246

A Resolution approving Retail Food License to **"Riccardo's Pizza"** at 702 Warren Street, all paperwork being in order, inspections being current and fees being paid.

OLD BUSINESS

Comcast Cable Franchise Renewal Status Update.

NEW BUSINESS

~ Authorization to advertise "Request For Proposals" for Professionals for the City of Beverly for the 2013 Calendar Year. Requests will be for the following City appointments:

- Auditor
- Bond Counsel
- Engineer
- Land Use Engineer
- Land Use Solicitor
- Prosecutor
- Public Defender
- Redevelopment Solicitor
- Solicitor

~ Schedule for 2013 Budget Workshop Meetings.

CORRESPONDENCE

Please see Correspondence Folder for review.

4

COMMENTS/REPORTS

Mayor
Administrator
Solicitor
Engineer

Council Members
Clerk
Tax
Finance

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 TAKEN AFTER EXECUTIVE: _____YES _____NO

ADJOURNMENT

Governor's Best Practices Toolbox-2012:

"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. BEVERLY CITY IS BACKED-UP REGULARLY AND STORED OFFSITE PURSUANT TO A WRITTEN BACKUP POLICY BY NETWORKS PLUS.

5

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)? YES. A "CAFETERIA PLAN" WAS 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 2/24/12