

MINUTES

BEVERLY CITY COMMON COUNCIL **Meeting of September 11, 2012** **7PM**

CALL TO ORDER

The meeting was Called To Order by Council President Crespo at 7PM.

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.

***RESOLUTION 2012-227**

A Resolution of the Common Council of the City of Beverly in Remembrance of the 11th Anniversary of September 11, 2001.

Municipal Clerk Donna Snyder read aloud Resolution 2012-227,
Beverly City's Resolution of Remembrance of the 11th Anniversary
Of September 11, 2001.

Motion to approve by Kelly; Second by Thibault. All in Favor. Motion Carried.

ROLL CALL

Present:

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

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

MINUTES

The August 28, 2012 Regular Minutes were reviewed with a Motion for Approval by Robertson; Second Kelly. Roll Call Vote - All Ayes, except Perkins - Abstain. Motion Carried.

Executive Session 2012 Minutes from Council's regular meeting on January 24, 2012 and Council's Special Meeting on January 30, 2012 were reviewed. Motion to Approve with correction of Page 2/Paragraph 3 wording from "Litigation" to "Personnel" made by Robertson; Second by Kelly. Roll Call Vote - All Ayes, except Perkins and Thibault-Abstain. Motion Carried.

Motion to Approve Special Executive Session Minutes of January 30, 2012 made by Perkins; Second by Kelly. Roll Call Vote - All Ayes, except Thibault-Abstain. Motion Carried.

BILLS LIST

The September 11, 2012 Bills List was reviewed with Motion to Approve by Thibault; Second by Robertson. Roll Call Vote - All Ayes. Motion Carried.

ORDINANCES

ORDINANCE 2012-7 - SECOND READING/PUBLIC HEARING

An Ordinance Cancelling Certain Funded Appropriation Balances of \$18,700 heretofore provided for Capital Improvements and reappropriating such funded Appropriation Balances for the Acquisition of Other Capital Equipment - down payment on Police Vehicle Purchase.

Public Comment was expressed relative to the need for, expense of, use of, and size of such a vehicle.

There being no further Public Comment, said session was closed, and Council reviewed stats for same. Discussion being had, Motion to Approve was made by Perkins; Council President called for a Second to the Motion. There was NO SECOND TO THE MOTION. MOTION DIES.

ORDINANCE 2012-8 - FIRST READING/INTRODUCTION

An Ordinance Amending Schedule II of Chapter XI of the Revised General Ordinances of the City of Beverly to Prohibit Parking during Certain Hours on Bentley Avenue and Pine Street. Said Ordinance will come before Council for Second Reading/Public Hearing at Council's 9/25 meeting to be held at City Hall at 7PM, at which time all those wishing to be heard on same will be so heard. Copies of said Ordinance are available at the office of the Municipal Clerk during regular business hours, M-F, 9A-5P.

Motion to Approve on First Reading by Thibault; Second by Robertson. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTIONS

RESOLUTION 2012-226

A Resolution of the Common Council to Extend the Grace Period for August 2012 Taxes to October 18, 2012. Note that interest will be charged back to August 1, 2012 on payments made after October 18, 2012. Motion to Approve by Thibault; Second by Kelly. Roll Call Vote - All Ayes. Motion Carried.

***RESOLUTION 2012-227**

A Resolution in Remembrance of the 11th Anniversary of September 11, 2001.
Note: See Page 1 for vote and Approval.

RESOLUTION 2012-228

A Resolution approving On-Premise Merchandise Draw Raffle License Application #2012-RA-2 for PTA Beverly City School to be held at the school on November 29, 2012 at 7PM, all paperwork being in order and Legalized Games of Chance Control Commission Registration being current through 4/20/2014.

Motion to Approve by Thibault; Second by Robertson. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2012-229

A Resolution memorializing the Beverly City Tax Assessor's 2012 Block/Lot Conversion to correlate with the new Burlington County Tax Maps.

Motion to Approve by Robertson; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

OLD BUSINESS

~ **2012 League of Municipalities Conference**: November 13, 14, 15;

Registration and Hotel Reservation Status.

Please inform the Clerk by 9/12/12 of your intention to attend the Conference. The City pays for the employees/Council Member's Registration fee of \$50.00. The cost of any hotel stay is not covered by the City.

NEW BUSINESS

Governor's 2013 "Best Practices" Inventory Questionnaire received and in process. Due date for return to the State is September 28, 2012. The Clerk reviewed the process for completion of this Inventory. This should be used as a tool during pre-budget meetings for the 2013 calendar year.

CORRESPONDENCE

Mayor Miller reviewed the Correspondence Folder content for those present. All correspondence is reviewed, expedited, and filed accordingly.

COMMENTS/REPORTS

MAYOR - N/A

ADMINISTRATOR - For Executive Session.

SOLICITOR - For Executive Session.

ENGINEER - N/A

COUNCIL MEMBERS:

Ms. Kelly advised that Deborah Hospital will be selling Raffle Tickets at Beverly's Community Day. The Raffle is for a car and she wasn't sure what paperwork they needed from Beverly City if any. The Clerk asked whether or not Ms. Kelly had any paperwork from them on hand, that their License should be from their town and then they can raffle here for an "off-premise". Council decided to approve a Raffle License for them if needed, conditioned upon all required paperwork being in order. **If needed, this will be Resolution 2012-230** Motion by Kelly; Second by Perkins. Roll Call Vote - All Ayes. Motion Carried.

Mr. Thibault advised that he had received some calls regarding requests that the two dumpsters in front of City Hall and the blue Recycling buckets alongside the City Hall walkway be moved to a different location so as to not degrade the appearance of City Hall. It was stated that if they're moved offsite, we have no control of what goes into them. This matter will be reviewed for a future solution.

Mr. Crespo requested that the Administrator contact the County re their paving on Broad Street being higher than the sidewalks. Mr. Gerber will contact the County re same.

CLERK

Ms. Snyder publicly thanked resident Sharon Atkinson for editing of, on a Volunteer basis, the lengthy "The History of Beverly" document that is on the City's "Under Construction" Website. Her efforts were sincerely appreciated.

TAX - N/A

FINANCE - N/A

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.***

The floor was opened to Public Comment at 7:59PM. Comment was had relative to:

Shoes strung over the utility wires on Cooper Street; the status of the A/C unite in the parking lot; the City property Auction in September; the Talbot Hall Grant; Mr. Germano's billing; Public Tax Sale List; a Monthly Budget Summary; Edgewater Park Public Works vehicle barreling to and fro on Manor at high speeds; Tractor trailer persistent problems on Manor Road; clarification between the actual Tax Bill and the insert; Beverly School's new Security Policy; Landlords not having Certificates of Occupancy and still renting; Alternate plans for the Community Day on 10/6; Local Church Summer Bible Camps being great organizations for local children; Basis for Property Tax increases.

There being no further discussion, Public Session was closed at 8:29PM.

EXECUTIVE SESSION

Resolution 2012-231:

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. Motion to Approve by Thibault; Second by Perkins. All in Favor. Motion Carried.

ACTION TAKEN AFTER EXECUTIVE: X YES NO

RESOLUTION 2012-232

A Resolution awarding a contract for Recodification of the Ordinances of the City of Beverly to General Code in the amount of \$18,000.00 per the contract paperwork and specifications attached, and as Certified for by the CFO of the City of Beverly. Motion by Thibault; Second by Kelly. Roll Call Vote - All Ayes. Motion Carried.

ADJOURNMENT

There being no further business, Motion to Adjourn at 9:37PM was made by Thibault; Second by Robertson. All in Favor. Motion Carried.

Respectfully submitted,

Donna F. Snyder, RMC/CMR/CPM

Date

APPROVED:

Randy H. Miller, Mayor

Date

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.

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.