

**THE COMMON COUNCIL OF THE CITY OF BEVERLY**  
**APRIL 22, 2014**  
**7:00PM**

**MINUTES**

**CALL TO ORDER**

The meeting was Called to Order at 7PM by Council President Bancroft.

**OPEN PUBLIC MEETINGS ACT STATEMENT**

*In compliance with the Open Public Meetings Act, NJSA 10:4-6, this is to announce that Adequate Notice of this meeting was provided in the following manner: On January 12, 2014 advance written notice of this meeting was posted on the Official Bulletin Board in the City Hall, was emailed to THE BURLINGTON COUNTY TIMES for publication and emailed to the CAMDEN COURIER POST for advise, was filed with the Municipal Clerk, and was mailed to all persons who requested and paid for such notice. The proceedings of all meetings are electronically and manually recorded, and Minutes will be on file in the office of the Municipal Clerk.*

**FLAG SALUTE**

Mr. Bancroft led those present in the Flag Salute.

**ROLL CALL**

**Present:**

Mayor: Randy H. Miller

Council President: Robert H. Bancroft

Council Members:

Robert E. Lowden, Jr.

Mark A. Schwedes

Robert D. Thibault

Engineer: William H. Kirchner (Attendance not required.)

Municipal Clerk: Donna F. Snyder, RMC/CMR/CPM

Administrator/Director of Public Safety: Richard A. Wolbert

Solicitor: Brian Guest - Parker, McCay, P.A.

Also in attendance: Bob Nehila, RMA, Bowman

**Absent:**

Council Member: Lawrence F. Carlbon

**APPROVAL OF MINUTES** - The April 8, 2014 Regular Minutes were Approved as submitted with a Motion by Thibault; Second by Schwedes. Roll Call Vote - All Ayes, except Lowden-Abstain. Motion Carried. There was no Executive Session.

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

Comment was had by Barbara Russell and Ron Paice. Discussion was had regarding taxes; hiring of a new Tax Collector; Ordinance 2014-5 as to the definition of the CAP Bank, which Mr. Nehila clarified.

**ORDINANCES****ORDINANCE 2014-5 - SECOND READING/PUBLIC HEARING/ADOPTION**

An Ordinance to exceed the Municipal Budget Appropriation limits and to establish a CAP Bank (N.J.S.A. 40A:4-45.14).

*Note that this Ordinance will be held as we have not received State approval on either our Budget or our State Aid. We will hear any Comments tonight and then also have a Public Hearing again once we hear from the State.*

Public Hearing: Mary Ellen Knudson asked how much the City's Transitional Aid was. The Administrator advised that it was \$303,000 this year, with no guarantees.

There being no further questions, the Public Hearing portion for Ordinance 2014-5 was Tabled until State Approval is received with a Motion by Schwedes; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

**HOLDING: ORDINANCE 2014-6: SECOND READING/PUBLIC HEARING/ADOPTION**

An Ordinance regulating the payment of Fire Insurance Claims pursuant to the Provisions of N.J.S.A. 17:36-6 et seq.

NOTE: Second Reading/Public Hearing/Adoption will be held at Council's May 13, 2014 meeting due to advertising time constraints.

Motion to Table until May 13, 2014 by Thibault; Second by Schwedes. Roll call Vote - All Ayes. Motion Carried.

**RESOLUTIONS****RESOLUTION 2014-56:**

**SECOND READING/PUBLIC HEARING/ADOPTION OF THE 2014 BEVERLY CITY MUNICIPAL BUDGET.**

Note: Public Hearing was had on this Budget Resolution and will be had again once State Approval is received relative to same and the City's Transitional Aid.

There were no questions by the Public at this time. Motion to Table until State Approval is received with a Motion by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-73**

A Resolution authorizing the second three-year appointment to Beverly City Municipal Clerk Donna F. Snyder, RMC/CMR/CPM, whose initial three-year appointment will expire on April 26, 2014. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-74**

A Resolution approving the Part-time/Temporary hiring of Beverly Morgan to the Unclassified position of Payroll and Accounts Receivable Clerk at an hourly rate of \$15.00 per hour, not to exceed ten (10) hours per week, pending approval of the NJ Department of Community Affairs/Division of Local Government Services, due to Transitional Aid status. After clarification was given to Mr. Lowden by the Administrator relative to the dollar figure, Motion to Approve by Schwedes; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-75**

A Resolution authorizing the Temporary/On-Call hiring of Certified Tax Collector Dorothea M. Jones for Tax Collector Services at her former hourly rate of \$22.11 per hour, until a Full-time Certified Tax Collector can be appointed. Mr. Thibault advised that he felt the Resolution should include the term "not to exceed" a specified number of hours in a day/week. Discussion was had by Council with a Motion to Approve as originally submitted by Thibault; Second by Schwedes. Roll Call Vote - All ayes. Motion Carried.

**RESOLUTION 2014-76**

A Resolution approving the MEL Employment Practices Risk Control Program amendments to the Beverly City Policy and Procedure Manual. Motion to approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-77**

A Resolution authorizing the Educational Registration cost of \$75.00 for Emergency Management Coordinator Al Desjardins to attend the 16<sup>th</sup> Annual New Jersey emergency Preparedness Conference scheduled for the week of May 5, 2014 in Atlantic City, NJ. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All ayes. Motion Carried.

**RESOLUTION 2014-78**

A Resolution authorizing the Educational Registration cost of \$245.00 for Court Administrator Donna McIlvaine to attend the Burlington County Municipal Court Administrators Association 14<sup>th</sup> Annual Spring Conference on June 2 through June 5, 2014 in Cape May, NJ. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-79**

A Resolution submitting certifying expenditure for Taxes paid pursuant to P.L. 2007, Chapter 311, in 2013, in the amount of \$3,420.36 in conjunction with Beverly City's 2013 Tonnage Grant submission. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-80**

A Resolution authorizing the filing of the City of Beverly's 2013 Tonnage Grant to the NJDEP. Motion to Approve by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

**OLD BUSINESS** - None at this time.

**NEW BUSINESS** - None at this time.

**BILL LIST**

The April 10, 2014 Bill List was reviewed with a Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**CORRESPONDENCE** - *(Note that all Correspondence will be handled/filed by and in the Office of the Municipal Clerk.)*

Mayor Miller read the following Correspondence into the Minutes. He additionally reminded everyone of the importance of "Earth Day", as well as advising all of a notice from Habitats for Humanity re an Open Showcase invitation to all in Maple Shade on May 1, 2014.

1. Comcast - Application for Renewal of Municipal Consent Paperwork
2. Burlington County Board of Chosen Freeholders - Public Hearing for sale of Real Property: The "Rowan Property", a portion of Block 201, Lots 1 and 2, 371 and 375 Bridge Street, Westampton Township,

Burlington County, NJ, approximately 80 acres. Green Acres restrictions on the parkland will be transferred with the parkland and will run with the property in perpetuity.

#### COMMENTS/REPORTS

##### Mayor

The only additional comment by Mayor Miller at this time was to say "Welcome, Spring!" All were in agreement.

##### Council

Mr. Thibault advised that all was going well with Community Events. He stated that over \$2,000 was received from advertising sponsors. Advertising will be up from June 1 through October 31, 2014. He said that they may be getting a vinyl printer contributed to the Committee. He added that in Beverly it feels like a Community coming together in every possible way. He mentioned the City-wide Yard Sale this weekend (there is no rain day). As to the Law and Ordinance Committee, they are still working on the Tax Abatement Ordinance to be sure there are no loopholes.

Mr. Schwedes thanked the Squad for their work on their "Vendor Sale" from 9A-1P and for the "Hoagie Sale" from 10A-1P. He said that the Memorial Day Book info is all taken care of.

Mr. Lowden expressed his concern relative to School Taxes and Beverly City's Transitional Aid.

##### Administrator/Public Safety Director

Mr. Wolbert reviewed and clarified School budget process. He also stated that he had met with two developers today for over two hours with very good prospects. He added that the Five Points work is ongoing, and support from the County will be requested. Also, the Master Plan Update should hopefully be going to the Planning Board soon. Mr. Wolbert stated that he would be attending the County's River Route Economic Development Committee meeting tomorrow morning at 10AM. The new Municipal Parks Development Grant application would fix the field house at the School and the playground. ERI will be giving us quotes. Additionally, ERI has donated their old heavy duty color copier to the City. Mr. Wolbert explained to Council how the maintenance would work on same, location, etc. Mr. Wolbert then explained that the City is looking for a new Logo and Motto and is looking to the Public for feedback on same.

Professionals - Nothing at this time.

Clerk

Ms. Snyder thanked the Council for her re-appointment to the position of Beverly City Municipal Clerk.

Municipal Court Administrator - March Report for Acceptance. Motion to Accept by Thibault; Second by Schwedes. All in Favor. Motion Carried.

Tax Collector - March Report for Acceptance. Motion to Accept by Thibault; Second by Schwedes. All in Favor. Motion Carried.

**PUBLIC COMMENT**

***Please state you name and address clearly for the record.***

Public Comment was had by Barbara Russell, Mary Ellen Knudson, Ron Paice, Becky Carlbon, Paula Tiexiera, and Rick Knudson. Discussion was had on Special Education in the School System; tractor trailers going the wrong way and directional signs needed for same; status of a former Planning Board applicant relative to professional fees; Police vehicles and Bike Patrol; obtaining new businesses in the City; summer sports for kids; Facility Use Forms relative to Risk Management input; Resolution wording for \*P/T Temp Tax Collector; Emergency Squad Fund Raising Events (see attached); Yard Sale signs; fixing the "Welcome to Beverly" signs; possibility of someone doing open burning on Wheatley Avenue which will be checked into.

Note that since Ms. Carlbon came in late, the Clerk clarified for her that the Resolution referred to above\* was correct and complete in its wording.

There being no further comment, Public Session was closed.

**EXECUTIVE SESSION** - No Executive Session.

**Resolution 2014-** \_\_\_\_\_ :

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:

- \_\_\_\_\_ **Attorney Client Privilege**
- \_\_\_\_\_ **Contractual Matters**
- \_\_\_\_\_ **Current and/or Possible Litigation**
- \_\_\_\_\_ **Personnel Matters**
- \_\_\_\_\_ **Review of Executive Session Minutes**

**ACTION TAKEN AFTER EXECUTIVE:** \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ X \_\_\_\_\_ N/A

**ADJOURNMENT**

There being no further business, Motion to adjourn at 8:35PM was made by Thibault; Second by Schwedes. All in Favor. Motion Carried.

Respectfully submitted,

\_\_\_\_\_  
Donna F. Snyder, RMC/CMR/CPM  
Municipal Clerk

\_\_\_\_\_  
Date

**APPROVED:**

\_\_\_\_\_  
Randy H. Miller, Mayor

\_\_\_\_\_  
Date