

THE COMMON COUNCIL OF THE CITY OF BEVERLY
COUNCIL MEETING
December 10, 2013
7:00PM

MINUTES

CALL TO ORDER

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

OPEN PUBLIC MEETINGS ACT STATEMENT

Mr. Bancroft read the following statement into the Minutes: *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 8, 2013, 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 the 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.

Absent:

Council Member: Lawrence F. Carlbon

MINUTES

Minutes from the Regular Meeting held on 11/26/13 (there was no Executive Session) were Approved with a Motion by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTIONS**RESOLUTION 2013-172**

A Resolution authorizing and establishing a Municipal Lien for property maintenance charges due to the City regarding Block 1171/ Lot 9, 528 Cooper Street, Beverly, NJ 08010, Board-up Services in the amount of \$395.00. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2013-173

A Resolution approving Pay Estimate Number 3, Final, Change Order Number 3, and Final Balance Invoice for \$3,200.45 owed to Contractor, Curb Con, Inc. at this time relative to the Northwest Roads Improvement Project, Phase I, with Certification of Funds by the Beverly City CFO. Motion to Approve by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2013-174

A Resolution authorizing and approving the hire of Curtis E. Davis as Full-time Regular Police Officer at the Step 4 Salary of the current Police Contract at \$59,000, with Benefits, effective immediately, pending approval of the NJ Division of Local Government Services, with Certification of Funds by the Beverly City CFO. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2013-175

A Resolution for the Transfer of 2013 Budget Appropriations as indicated. Upon review, Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2013-176

A Resolution, with authorization by the Division of Local Government Services relative to their 2013 Transitional Aid Memorandum of Understanding with the City of Beverly, approving in accordance with the Beverly City Employee Manual, the buyback of 10 Vacation Hours at \$15.9964/hour, totaling \$159.69, to Beverly City Crossing Guard Josette Mushinski, with Certification of Funds by the Beverly City CFO. Upon clarification to Council by the Administrator and input from the Clerk, it was confirmed that, relative to the City's current MOU with the State, the City's Employee Manual would be revised for next year removing this option, but for this year those employees requesting same would be processed, Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2013-177

A Resolution refunding overpaid taxes on Block 626/Lot 2.02 in the amount of \$1,929.70. Motion to Approve by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

OLD BUSINESS

~ 2014 RFQ/RFP Submission List for Council information.
Council was advised that Submission Evaluations would be completed for distribution/review at their December 19, 2013 meeting.

NEW BUSINESS - No New Business at this time.

BILL LIST

Upon review of the December 5, 2013 Bill List and December 9, 2013 Addendum, Motion to Approve was made by Lowden; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

CORRESPONDENCE - Mayor Miller read the following Correspondence:
(Note that all Correspondence will be handled/filed by and in the Office of the Municipal Clerk.)

- ~ Burlington County Clerk's Office: Statement/Verification of the 2013 November General Election - Mark Schwedes received 425 votes and Luis M. Crespo received 258 votes (see attached).
- ~ Resident Correspondence re property damage by Contractor relative to the Northwest Roads project (see attached).

COMMENTS/REPORTS

Mayor

Mayor Miller extended a "thank you" to Mary Ellen Knudson and all Volunteers for a great Tree Lighting ceremony, as well as to the Emergency Squad for a wonderful fund raiser and fun event.

Council

Messrs. Thibault, Schwedes, Lowden, and Bancroft echoed the Mayor's "thank you" to all for a wonderful day and Tree Lighting Ceremony, further commenting on how well everyone worked together.

Mr. Lowden additionally advised, relative to the resident correspondence on sidewalk damage by the Contractor, that he had run into a similar problem on his own property and that the Contractor at the time came out and resolved the problem. He also reported that the Burlington County Route 130 Corridor Survey is now on the City's website.

Administrator/Public Safety Director

Mr. Wolbert reported the following:

~ The Property Tax Payment Portal is now open for payment online.

~ Thank you to Council for entertaining Officer Davis. The Department had an Officer injured today and is out for a few days, so we are covering shifts with a limited staff. The "125" vehicle needs replacement tires which will total approximately \$700. A thank you to Mr. Piryliis for a savings to the City by giving the City his wholesale price as opposed to retail.

~ Rental Registration letters continue to be mailed to late registrants. As previously reported, eight tickets have been issued to one late landlord who will be in Court tomorrow night.

~ The Master Plan Subcommittee meets tomorrow night.

~ Please review the League "Share Services" update provided in your packet this evening (see attached). Call your Legislators regarding opposition to same.

~ PEOSHA has reviewed our Right To Know materials. MDS sheets need to be updated and maintained. We have 30 days to correct this deficiency, which we are working on now.

~ The Bid Award for the City Parks Project will be ready for Council's next meeting to be held December 19, 2013.

~ Mr. Wolbert stated that CFO Dottie Jones and he attended training on administering the new Affordable Healthcare Act. The provisions are difficult (different plans, counting Volunteers, etc.), and there are many questions which still remain to be answered.

~ Our Tax Collection rate should be showing as approximately 98%, but the system has it showing as 92%. We are attempting to rectify this. Additional Delinquent Notices will be sent out containing information about now being able to make payments online.

Professionals - Nothing at this time.

Clerk

Ms. Snyder advised the following:

~ The **Free Rabies Clinic** will be held on Saturday, January 18, 2014, 9-11AM at City Hall. Notice of same will be placed in the Beverly Bee, the Burlington County Times, posted on the City Website and on the official Bulletin Board outside the Clerk's Office.

~ Due to the Christmas Holiday, and as previously advertised, a reminder that the next Council meeting will be held on Thursday, December 19, 2013 at 7PM.

~ A reminder that Beverly City Hall will be closed on Christmas Eve Day and Christmas Day, December 24 and 25.

Court Administrator - October 2013 Report was submitted and reviewed.

Tax Collector - November 2013 Collections Report was submitted and reviewed.

PUBLIC COMMENT

Please state you name and address clearly for the record.

Public Comment was has by Barbara/Andy Russell and Mary Ellen Knudson. Topics discussed included continued speeding tractor trailers on Manor Road; the City's Road Repair list and Grant funding; Update on Police Department personnel status.

EXECUTIVE SESSION - No Executive Session.

Resolution 2013- :

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 N/A

ADJOURNMENT

There being no further business, Motion to Adjourn at 7:55PM 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