

THE COMMON COUNCIL OF THE CITY OF BEVERLY
REORGANIZATION

JANUARY 7, 2014
7:00PM

MINUTES

CALL TO ORDER BY THE MUNICIPAL CLERK

OPEN PUBLIC MEETINGS ACT STATEMENT

The Clerk 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

The Clerk led those present in the Flag Salute.

WELCOME

Ms. Snyder welcomed everyone to Council's 2014 Reorganization. She wished everyone a Happy New Year. She quoted Dr. Martin Luther King, Jr., "We may have all come on separate ships, but we're in the same boat now", reminding all that we need to "be the change you want to see in the world" by practicing patience, kindness, compassion, joy, love, and a lot of laughter this year.

INVOCATION

The Clerk introduced Pastor Amy Vielehr of the First Baptist Church of Beverly who gave a heartwarming invocation.

COUNCIL ROLL CALL

The Clerk called the role:

Present:

Mayor: Randy H. Miller

Council Members:

Robert H. Bancroft

Lawrence F. Carlbon

Robert E. Lowden, Jr.

Mark A. Schwedes

Robert D. Thibault

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

PROCLAMATION: HONORING DR. MARTIN LUTHER KING, JR.

The Clerk read the Proclamation submitted by the Mayor honoring Dr. King in honor of the holiday celebrating Dr. King's life on January 20, 2014.

NOMINATIONS AND VOTE FOR COUNCIL PRESIDENT

The Clerk called for nominations for Council President. Motion by Thibault to nominate Bancroft; Second by Carlbon. Nominations closed with Motion by Lowden; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

NOMINATIONS AND VOTE FOR COUNCIL PRESIDENT PRO-TEM

The Clerk called for nominations for Council President Pro-Tem. Motion by Carlbon to nominate Thibault; Second by Schwedes. Nominations closed with Motion by Lowden; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

The Clerk then turned the meeting over to Mr. Bancroft as Council President.

WELCOMING COMMENTS - Mayor Randy H. Miller

Mayor Miller welcomed everyone to Council's Reorganization meeting and quoted Senator John Kerry, "The American spirit wears no political label. In service to others and yes, in sacrifice for our country, there are no Republicans; there are no Democrats; there are only Americans." He further congratulated and thanked the members of the Council for their service to the Beverly Community, and thanked those Citizens who have given of their time, energy and ideas. All need to come together to care for the Beverly Community.

APPROVAL OF MINUTES - December 19, 2013. No Executive Session held. Motion to Approve by Lowden; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

ORDINANCES**ORDINANCE 2014-1: INTRODUCTION/FIRST READING**

An Ordinance of the City of Beverly establishing a program pursuant to NJSA 40A:21-1 et seq. for certain Abatements of Real Property Taxes in areas in need of Rehabilitation or Redevelopment. Said Ordinance will come before Council for Second Reading/Public Hearing/Adoption at their January 21, 2014 Meeting to be held at 7PM at Beverly City Hall, 446 Broad Street, Beverly, NJ 08010. Copies of same may be obtained at the Office of the Municipal Clerk during regular business hours, M-F, 9AM-5PM. Motion to Approve on Introduction by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

NOMINATIONS/VOTES/RESOLUTIONS FOR PROFESSIONALS

NOTE: The following Contracts, **Resolutions 2014-1 through and including 2014-9A**, to be voted on by Council are awarded without Competitive Bidding as **"Professional Services"** in accordance with NJSA 40A:11-5(1) (a) et seq. of the Local Public Contracts Law, and/or awarded in accordance with NJSA 19:44A-20.4 et seq., and pending approval of the NJ Department of Community Affairs/Division of Local Government Services. Note that the Professionals who submitted RFQs are all licensed to practice in the State of New Jersey.

RESOLUTION 2014-1:

NOMINATIONS AND VOTE FOR CITY SOLICITOR and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Parker McCay, Inc.** by Thibault; Second by Lowden. Nominations closed by Carlbon/Schwedes. Motion to appoint same by Thibault; Second by Lowden. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-2:

NOMINATIONS AND VOTE FOR CITY ENGINEER and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Environmental Resolutions, Inc.** by Lowden; Second by Thibault. Nominations closed by Schwedes/Carlbon. Motion to appoint by Lowden; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-3:

NOMINATIONS AND VOTE FOR CITY AUDITOR (Pending NJDCA/Division Local Government Services Approval) and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Inverso & Stewart** by Carlbon; Second by Lowden. Nominations closed by Thibault/Schwedes. Motion to appoint same by Carlbon; Second by Lowden. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-4:

NOMINATIONS AND VOTE FOR NON-AUDITING SERVICES (Pending NJDCA/Division Local Government Services Approval) and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Bowman and Company** by Thibault; Second by Schwedes. Nominations closed by Carlbon/Lowden. Motion to appoint same by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-5:

NOMINATIONS AND VOTE FOR CITY RISK MANAGEMENT CONSULTANT and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Hardenbergh** by Thibault; Second by Lowden. Nominations closed by Carlbon/Schwedes. Motion to appoint same by Thibault; Second by Lowden. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-6:

NOMINATIONS AND VOTE FOR CITY REDEVELOPMENT ATTORNEY and authorizing an Agreement for Professional Services for the 2014 Calendar Year. Motion to nominate **Brown & Connery** by Thibault; Second by Carlbon. Nominations closed by Schwedes/Lowden. Motion to appoint same by Thibault; Second by Carlbon. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-7:

NOMINATIONS AND VOTE FOR CITY MUNICIPAL COURT PROSECUTOR (2) and authorizing Agreements for Professional Services for the 2014 Calendar Year. Motion to nominate **Dean Buono (AM) and R. Louis Gallagher (PM)** by Thibault; Second by Schwedes. Nominations closed by Carlbon/Lowden. Motion to appoint same by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-8:

NOMINATIONS AND VOTE FOR CITY PUBLIC DEFENDER and authorizing Agreements for Professional Services for the 2014 Calendar Year. Motion to nominate **Neal Rosenberg** by Thibault; Second by Lowden. Motion to closed nominations by Schwedes/Carlbon. Motion to appoint same by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-9:

NOMINATIONS AND VOTE FOR CITY CONFLICT PUBLIC DEFENDER and authorizing Agreements for Professional Services for the 2014 Calendar Year. Motion to nominate **Barbour & Associates** by Thibault; Second by Lowden. Motion to close nominations by Carlbon/Schwedes. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-9A:

NOMINATIONS AND VOTE FOR CITY LABOR COUNSEL and authorizing Agreements for Professional Services for the 2014 Calendar Year. Motion to nominate **Roth D'Aquanni** by Thibault; Second by Carlbon. Motion to close nominations by Lowden/Schwedes. Motion to appoint same by Thibault; Second by Carlbon. Roll Call Vote - All ayes. Motion Carried.

RESOLUTION 2014-10:

NOMINATIONS AND VOTE FOR PLANNING BOARD CLASS III MEMBER - Council Liaison for the 2014 Calendar Year. Motion to nominate Larry Carlbon by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-11 - CONSENT AGENDA

*For approval of **Resolutions *2014-12 through and including *2014-39** by "Consent Agenda". Consent Agenda items are not individually discussed. A Resolution approving the "Consent Agenda" (which may or may not include the reading of the list of items appearing on the Consent Agenda) is Moved, Seconded, and Voted upon as one item by the Governing Body. If any discussion is requested on same, it is removed from the "Consent Agenda" to the Regular Agenda.*

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

***RESOLUTION 2014-12:**

Appointing Richard A. Wolbert as:
Administrator/Public Safety Director
Municipal Code Enforcement Officer
Municipal Public Information Officer
Certifying Officer Supervisor (PERS PFRS, and DCRP)
BURLCOJIF Fund Commissioner

***RESOLUTION 2014-13:**

Appointing Donna F. Snyder, RMC/CMR/CPM as:
Municipal Public Agency Compliance Officer - Donna F. Snyder
Municipal Improvement Search Officer - Donna F. Snyder
BURLCOJIF Alternate Fund Commissioner - Donna F. Snyder

***RESOLUTION 2014-14:**

BURLCOJIF Safety Coordinator - Donna F. Snyder (Primary)
Richard A. Wolbert (Secondary)

***RESOLUTION 2014-15:**

BURLCOJIF Claims Coordinator - Donna F. Snyder (Primary)
Richard A. Wolbert (Secondary)

***RESOLUTION 2014-16:**

Appointing Dorothea M. Jones as:
Deputy Clerk, P/T
Deputy Registrar, P/T
Treasurer, P/T
Certifying Officer (PERS, PFRS, and DCRP)
Municipal Tax Search Officer

***RESOLUTION 2014-17:**

Appointing the following Crossing Guards for the 2014 Calendar Year:

Robin Bell
Wayne Boyte
Nara Durant
Josette Mushinski
Harriet Alkins - Substitute

***RESOLUTION 2014-18:**

Appointing On-Call Police Matron - Linda Lewis

***RESOLUTION 2014-19:**

Appointing Recycling Coordinator - Lawrence F. Carlbon

***RESOLUTION 2014-20:**

Appointing Recycling Facilitator - Ryan Atkinson

***RESOLUTION 2014-21:**

A Resolution Adopting the 2014 Temporary Budget.

***RESOLUTION 2014-22:**

A Resolution Adopting the 2014 Cash Management Plan.

***RESOLUTION 2014- 23:**

A Resolution fixing the Rate of Interest to be charged for non-payment of Taxes, Assessments, and/or other Municipal Charges per NJS 54:4-67 for the 2014 Calendar Year.

***RESOLUTION 2014-24:**

A Resolution establishing a Petty Cash Fund and designating the Custodian of same for the 2014 Calendar year.

***RESOLUTION 2014-25:**

A Resolution establishing Meeting Dates, Times, and Locations for the Common Council for the 2014 Calendar Year.

***RESOLUTION 2014-26:**

A Resolution designating the Beverly City Official Newspapers for the 2014 Calendar Year as the Burlington County Times (Primary) and the Courier Post (Secondary).

***RESOLUTION 2014-27:**

A Resolution authorizing execution of a Payroll Services Agreement with CASA Payroll Services for the 2014 Calendar Year.

***RESOLUTION 2014-28:**

A Resolution authorizing investment of Idle Funds and Fund Transfers by the Beverly City CFO for the 2014 Calendar Year.

***RESOLUTION 2014-29:**

A Resolution authorizing the Beverly City Tax Assessor, per the duties and requirement of his office, to file with the Burlington County Board of Taxation such Appeals/Adjustments/Stipulations of Settlement as may be necessary to maintain accuracy and equality in the Assessment List of the City of Beverly for the 2014 calendar Year.

***RESOLUTION 2014-30:**

A Resolution for the 2014 Calendar Year authorizing the Beverly City CFO to pay the following bills, contractual or otherwise, prior to insertion on the Bill List, the holding of which, due to meeting schedules, deadlines or the like would cause financial harm to the City of Beverly: Payroll, Insurance, State/County/School Payments, Landfill Charges, Public Utilities, Approved Grant Application Fees, Contractual Payments, and Debt Service.

***RESOLUTION 2014-31:**

A Resolution authorizing the Beverly City Tax Collector, per New Jersey State Statute, to cancel tax balances under ten dollars (\$10.00) in the 2014 Calendar Year.

***RESOLUTION 2014-32:**

A Resolution listing Salaries for the 2014 Calendar Year for employees of the City of Beverly.

***RESOLUTION 2014-33:**

A Resolution appointing Hal Robertson to the Beverly Housing Authority, filling an unexpired term, effective immediately, through and including September 30, 2017.

***RESOLUTION 2014-34**

A Resolution re-appointing George Hahn to the Beverly Sewerage Authority for a five-year term (see attached).

***RESOLUTION 2014-35:**

A Resolution authorizing payment in the amount of \$180.00 to Kelly Stephan, DVM, Associate Veterinarian, Columbus Central Veterinary Hospital, upon completion of her services for the City of Beverly's 2014 Free Rabies Clinic, pending Certification of Funds by the Beverly City CFO.

***RESOLUTION 2014-36:**

A Resolution authorizing the payment of \$60.00 per person total for services rendered in conducting the City of Beverly's 2014 Free Rabies Clinic, as follows: Donna F. Snyder; Dorothea M. Jones; Sheldon Merritt; Jennifer Jones; and Leticia Merritt pending Certification of Funds by the Beverly City CFO.

***RESOLUTION 2014-37:**

A Resolution authorizing the execution of a Shared Services Agreement with Willingboro Township for **Housing Inspection Services**.

***RESOLUTION 2014-38:**

A Resolution authorizing the execution of a Shared Services Agreement with Willingboro Township for **Certified Recycling Professional Services** for submission of Beverly City's 2013 Annual Recycling Tonnage Report.

***RESOLUTION 2014-39:**

A Resolution authorizing the execution of a Shared Services Agreement with Willingboro Township for Public Works Services for Beverly City **Vehicle Maintenance**.

Motion to Approve Resolutions 2014-12 through and including 2014-39 made by Thibault; Second by Schwedes. Roll Call Vote - All ayes. Motion Carried.

OLD BUSINESS

NEW BUSINESS

BILL LIST - None.

CORRESPONDENCE

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

1. Burlington County Freeholders - Energy Aggregation Meeting scheduled for January 16, 2014 at 5:30PM at the BCC Culinary Arts Center, 21 Mill Street, Mount Holly, NJ.

COMMENTS/REPORTS

Mayor

Mayor Miller wished everyone a Happy New Year.

Council

Mr. Bancroft wished everyone a Happy New Year and thanked everyone for coming out. He recognized our Professional for this year and stated that we're on the right track moving forward.

Mr. Carlbom wished everyone a Happy New Year and said that this was his first year on Council and that it had been a very good experience.

Mr. Schwedes wished everyone a Happy New Year and stated he was looking forward to working on some Council Committees.

Mr. Lowden wished everyone a Happy New Year, and thanked Pastor Vielehr for her prayers at the start of our meeting. He stated that this year should be very exciting, stating that we're all in the same boat, but we have a new Captain - a real professional day in and day out, referencing Administrator/Public Safety Director Rich Wolbert. He thanked Rich for an outstanding job. He further said that he's looking forward to a positive 2014.

Administrator/Public Safety Director

Mr. Wolbert thanked Council for his appointment to his positions and for their patience this year. He advised that the State will be in tomorrow reviewing compliance for Right To Know. He will be attending a meeting in Burlington City tomorrow at 2PM relative to the Bristol, PA Incinerator issue. Court is tomorrow at 5:30PM, and the School Board meetings at 7PM.

Professionals

Solicitor Guest (Parker McCay) wished everyone a Happy New Year and thanked Council for the re-appointment this year.

Mr. Kirchner (Environmental Resources, Inc.) wished everyone a Happy New Year and thanked Council for the re-appointment as City Engineer, having been the same for the last 15 years!

Clerk

Ms. Snyder had no additional comments at this time.

Court Administrator - No report at this time.

Tax Collector - 2013 Year-end Report for Acceptance. Motion to accept said report made by Thibault; Second by Lowden. Roll Call Vote - All in Favor. Motion Carried.

PUBLIC COMMENT

Please state you name and address clearly for the record.

Public Comment was had by Mary Ellen Knudson relative to the City paying individuals to work the Rabies Clinic stating that she felt the City should get Volunteers to save costs. She stated she would volunteer to help with the Clinic.

EXECUTIVE SESSION - No Executive Session Held.

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 X N/A

ADJOURNMENT

There being no further business, Motion to Adjourn at 7:56PM 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