

**THE COMMON COUNCIL OF THE CITY OF BEVERLY**  
**COUNCIL MEETING**  
**JUNE 25, 2013**  
**7:00PM**

**M I N U T E S**

**CALL TO ORDER**

The meeting was Called to Order at 7:05PM 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**

Mayor: Randy H. Miller

Council President: Robert H. Bancroft

Council Members:

Lawrence F. Carlbon

Luis M. Crespo

Robert E. Lowden, Jr.

Robert D. Thibault

Administrator/Director of Public Safety: Richard Wolbert

Solicitor: Brian Guest

Engineer: William H. Kirchner

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

**MINUTES**

Upon review, Motion to Approve the June 11, 2013 Regular and Executive Session Council Meeting Minutes was made by Thibault; Second by Crespo. Roll Call Vote - All Ayes. Motion Carried.

**ORDINANCES:****ORDINANCE 2013-6: INTRODUCTION/FIRST READING**

An Ordinance releasing, extinguishing and vacating the rights of the public in a portion of street known as Penn Street the City of Beverly, County of Burlington, and State of New Jersey. Motion to Approve on Introduction by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried. Said Ordinance will come before Council for Second Reading/Public Hearing at their July 23, 2013 meeting at 7PM at the Beverly City Hall, 446 Broad Street, Beverly, NJ 08010, at which time all those wishing to be heard on same will be so heard. Copies of Ordinance 2013-6 are available for review at the Municipal Clerk's Office during regular business hours, M-F, 9A-5P.

**RESOLUTIONS:****RESOLUTION 2013-117A - CONSENT AGENDA**

*For approval of Resolutions 2013-117 through and including 2013-121, and 2013-123, and 124 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.*

**RESOLUTION 2013-117**

A Resolution conditionally confirming the appointment of **Donna S. McIlvaine** to the position of Beverly City Municipal Court Administrator, effective immediately, for three(3) eight(8)-hour days, Tuesday, Wednesday, and Thursday, no Benefits, with On-Call Services included, at an annual salary of \$32,000 based on Certification of Funds by the Beverly City CFO, and

**RESOLUTION 2013-118**

A Resolution authorizing renewal of the 2013-2014 Liquor Licensing Year to Bryson Enterprises Incorporated, d/b/a "F&M Liquors", Plenary Retail Consumption License w/Broad Package Privilege, License Number 0302-32-001-001, all paperwork being in order, and all fees being paid.

**RESOLUTION 2013-119**

A Resolution authorizing renewal of the 2013-2014 Liquor Licensing Year to The Athletic Club of Beverly, Inc., Club License Number 0302-31-004-004, all paperwork being in order, and all fees being paid.

**RESOLUTION 2013-120**

A Resolution authorizing cancelation of taxes for Block 623.01/Lot 9 due to specific Veteran status, based on confirmation by the Beverly City Tax Collector.

**RESOLUTION 2013-121**

A Resolution authorizing cancelation of taxes for Block 417/Lot 8 due to specific Veteran status, based on confirmation by the Beverly City Tax Collector.

**RESOLUTION 2013-123**

A Resolution authorizing cancelation of taxes for Block 947/Lot 1, and Block 948/Lot 1, properties formerly owned by the NJ American Water Company, since purchased by the City of Beverly on June 24, 2013, said Blocks/Lots which are now tax exempt.

**RESOLUTION 2013-124**

A Resolution approving Mercantile License Renewals for the 2013-14 Licensing Year, conditioned upon all paperwork being submitted, all fees being paid, and all taxes being current.

- Affordable Engines, Parts & Services, Inc.*
- Ben's Auto Repair*
- Colorcraft Sign Company*
- D&L Auto Sales, Inc.*
- Dennis' Auto*
- Domenic's Auto Body*
- Domenic's Towing*
- Don Morgan Home Improvements*
- For Us Customs, LLC*
- George S. Stevenson & Son, Inc.*
- JG Auto Hut, LLC*
- Olympic Property Management*
- P.A. Piryllis Tire, LLC*
- River City Collision, LLC*
- Tri-State Tape & Label Company, Inc.*

Motion to Approve by Consent Agenda Resolutions 2013-117, 118, 119, 120, 121, 123, and 124 made by Lowden; Second by Thibault. Roll Call Vote - All Ayes, except Crespo Abstain on 2013-124. Motion Carried.

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**RESOLUTION 2013-125**

A Resolution approving Retail Food License Renewal for the 2013-14 Licensing Year to ***The Athletic Club of Beverly, Inc.***, conditioned upon all paperwork being submitted, all fees being paid, and all taxes

being current. Motion to Approve by Thibault; Second by Crespo. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2013-126**

A Resolution authorizing the awarding of Bid for the Northwest Roads Improvement Project to Curb-Con, 514 N. Main Street, Barnegat, NJ 08005, 609-660-2223, Alternate #2 Bid amount of \$119,715.00, the Alternate of which includes the reconstruction of Detwiler Avenue, the intersection of Ashton and Memorial Avenue, and the portion of Wheatley Avenue from Nichols Avenue towards the Delaware River, subject to approval from NJDOT Local Aid District IV. Motion to Approve by Thibault; Second by Crespo. Roll call Vote - All Ayes. Motion Carried.

**RESOLUTION 2013-122**

A Resolution authorizing cancelation of taxes for Block 846/Lots 8 and 9 due to catastrophic loss of property.

*This Resolution will be held for review by the Solicitor.*

**OLD BUSINESS:**

~ Environmental Resolutions, Inc.: Bentley Avenue and Pine Street Four-Way Stop Study, City of Beverly.

The attached Engineer's Study of Bentley Avenue and Pine Street to determine the feasibility of changing the intersection to a 4-Way Stop was reviewed and discussed with the Engineer. Resolved was that the Solicitor would prepare an Ordinance for Council's next meeting relative to same.

**NEW BUSINESS:**

~ Dorothea M. Jones: Letter of Resignation from the position of Planning Board of Adjustment Secretary effective June 20, 2013. Motion to accept with regrets by Crespo; Second by Carlbon. All in Favor. Motion Carried.

~ Burlington County "Summer Help" Program: July 8 - July 31, 2013. The Administrator explained the County program to Council and requested their approval for trial for same. Program runs July 8 through August 23; individuals are paid \$8.50/hr. by the County with insurance coverage included. Individuals can operate equipment. He advised that he could begin interviews on Friday. Consensus from Council was to proceed.

**BILLS LIST**

The June 25, 2013 Bills List was reviewed with Motion to Approve by Crespo; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

**CORRESPONDENCE** - None at this time.

**COMMENTS/REPORTS****Mayor**

Mayor Miller read a Proclamation into the Minutes (see attached) proclaiming that the Mayor and City of Beverly recognize the Sesquicentennial of the New Jersey 23<sup>rd</sup> Volunteers Regiment on its call to duty during the War of the States.

**Council**

Mr. Thibault advised that the "Beverly Bucks" fund totaled \$400 from the Parade. He also stated that Mayor McIlwee OPRAed Beverly's financial documents for the Parade for the last several years. He stated that Edgewater looked to divide the EMT Squad and now they're doing it with the Parade. He also stated that the Waterfront Property purchase was now set and that it had been a long process with the best to be made out of the purchase for the City.

Mr. Carlbon stated that the Fish Derby was a big success. Everyone caught something, with 29 participants. The weather was great, and the hot dogs were great!

Mr. Crespo questioned the Condemnation process relative to the Waterfront. Mr. Wolbert will check re the document saying "withdrawn".

Council President Bancroft advised that the summer Council meeting dates for July and August would be July 23 and August 27. Additionally, City Hall will be closed July 4 and 5 due the Holiday and vacation scheduling. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**Administrator/Public Safety Director**

Administrator Wolbert updated Council on the Tax Sale. Four properties were redeemed, with the City retaining \$9,224.58. There were an overwhelming amount of premiums paid this time - over \$54,000.

Additionally, the newly donated AED Unit has been received and is in the process of being installed at City Hall.

He also reported that Council President Bancroft, CFO Dorothea Jones, Judge Richard Andronici, Superior Court Municipal Division Manager

Meg Boice, and Edgewater Park Court Administrator Ann DiMarco had met on June 21, 2013 to interview Donna McIlvaine for the position of Beverly City Court Administrator. Ms. McIlvaine was highly recommended and per Resolution 2013-117 is being hired conditionally to begin employ July 1, 2013. In the interim, On-Call assistance will be utilized.

Also, interviews were held this past Friday for two Police Officers. Council will be kept updated re same.

He stated that he had gone to the Governor's Office and met with DCA regarding our Transitional Aid application. We probably won't hear anything until after July 1 due to the State's Fiscal Year.

Mr. Wolbert then requested that his salary be adjusted downward by \$250. There was no objection. The Solicitor will do a Resolution for Council's July 23, 2013 meeting.

**Professionals**

Nothing at this time.

**Clerk**

Ms. Snyder requested Council authorize her to issue Mercantile and Retail Food Licenses once all prior approvals have been completed and all documentation has been received, and then adding the Memorialized Resolution to Council's Agendas.

**PUBLIC COMMENT**

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

Public Comment was had by Mary Ellen Knudson relative to clarification on Ordinance 2013-6, Resolution 2013-117, and procedure for Cancellation of Taxes.

**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:

\_\_\_\_\_ **CONTRACTUAL**

\_\_\_\_\_ **LITIGATION**

\_\_\_\_\_ **POSSIBLE LITIGATION**

\_\_\_\_\_ **PERSONNEL**

**ACTION TAKEN AFTER EXECUTIVE:**       YES       NO       N/A

**ADJOURNMENT**

There being no further business, Motion to Adjourn at 7:50PM was made by Thibault; Second by Lowden. All in Favor. Motion Carried.

Respectfully submitted,

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

\_\_\_\_\_  
Date

**APPROVED:**

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Randy H. Miller, Mayor

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Date