

**THE COMMON COUNCIL OF THE CITY OF BEVERLY**  
**MARCH 25, 2014**  
**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 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:  
Lawrence F. Carlbon  
Mark A. Schwedes  
Robert D. Thibault  
Engineer: William H. Kirchner (Attendance not required.)  
Administrator/Director of Public Safety: Richard A. Wolbert  
Solicitor: Brian Guest - Parker, McCay, P.A.

**Absent:**

Council Member: Robert E. Lowden, Jr.  
Municipal Clerk: Donna F. Snyder, RMC/CMR/CPM

**Note:**

In Ms. Snyder's absence, Mr. Wolbert acted as Recording Secretary.

**APPROVAL OF MINUTES** - March 11, 2014 Regular and Executive Session Minutes. Upon review, Motion to Approve Minutes as submitted made by Thibault; Second by Schwedes. Mr. Schwedes also noted that there was a typo in the Regular Minutes - Mr. Lowden's name was misspelled. This will be corrected. Roll Call Vote - All Ayes, except Mr. Carlbon - Abstain. Motion Carried.

### **ORDINANCES**

**ORDINANCE 2014-3: SECOND READING/PUBLIC HEARING**  
**AN ORDINANCE AMENDING THE GENERAL PENALTY PROVISIONS OF THE CITY CODE, SECTION 1-7 ENTITLED "PENALTY"**. As there were no questions by the Public, Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**ORDINANCE 2014-4: SECOND READING/PUBLIC HEARING**  
**AN ORDINANCE REPEALING ORDINANCE 2011-6 REGARDING BACKGROUND CHECKS.** As there were no questions from the Public, Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

### **RESOLUTIONS**

**RESOLUTION 2014-61**  
 A Resolution refunding taxes paid on Block 1274/Lot 12 in the amount of \$1,436.85 due to Mortgage Company overpayment. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-62**  
 A Resolution approving the 2014 BURLCOJIF Safety Contract. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-63**  
 A Resolution authorizing the addition of Richard A. Wolbert, Beverly City Administrator, as Signatory on all Beverly City Bank Accounts other than the Municipal Court Accounts, effective immediately. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-64**  
 A Resolution approving Discharge of Mortgage (Mt. Laurel RCA) on Beverly City property Block 1588/Lot 4, 118 Pine Street, per the attached documentation. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2014-65**

A Resolution approving Discharge of Mortgage (Mt. Laurel RCA) on Beverly City property Block 67/Lot 4, 475 Cooper Street, per the attached documentation. Motion to Approve by Carlbon; Second by Thibault. Roll Call Vote - All Ayes.

**OLD BUSINESS**

1. 2014 Authorization for Burlington County Aerial Mosquito Control. Upon discussion, authorization for the following Resolution was given:

**RESOLUTION 2014-66**

A Resolution advising the Burlington County Health Department/Division of Mosquito Control Activities that the City of Beverly will not be participating in the Division's 2014 Aerial Mosquito Control Program. Motion to Approve by Carlbon; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**NEW BUSINESS**

1. Accepting Dorothea M. Jones Letter of Resignation effective 4/10/14. Council thanked Ms. Jones for her service and authorized the following Resolution:

**RESOLUTION 2014-67**

A Resolution accepting Dorothea M. Jones' March 18, 2014 Letter of Resignation from her positions with the City of Beverly effective April 10, 2014. Motion to Approve by Schwedes; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

2. Palmyra High School Post-Prom Committee: Request for \$200 donation.

Upon discussion, the following Resolution was authorized:

**RESOLUTION 2014-68**

A Resolution authorizing a donation of \$200.00 to be paid from the Beverly City Community Events Fund line item to the Palmyra High School Post-Prom Committee, per the November 11, 2013 letter of request to Council for same (see attached). Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**BILL LIST**

Review and Approval of the March 20, 2014 Bill List. Upon review, 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.)*

1. **Board of Chosen Freeholders**: Burlington County Community Development Block Grant Program/HOME Investment Partnerships Program. Notification of Participation Option for Fiscal Years 2015-2017. Mr. Wolbert clarified that the City is ineligible to participate in this program as we are an eligible Small Cities participant. The Clerk will so advise in writing Ms. Trommelen, Division Head of the Community Development Program.

**COMMENTS/REPORTS**

Mayor - Nothing at this time.

Council

Mr. Thibault advised that there is a new calendar ready to go to print for Community Events. He spoke about the Committee wanted to do advertising for contributors on plastic core boards on the fence at the basketball court. Mr. Wolbert stated that he will check with our Risk Management Consultants re same. He asked if the Parade Committee had anything to report and was advised that no they did not. Mr. Thibault further stated that the location of the after-Parade picnic has not yet been decided. Mr. Schwedes advised that it has been discussed and that the Legion will be handling same. Mr. Thibault, at Council's last meeting, had brought up clarification relative to the Tax Assessor process. He read I-4 from the 2003 Tax Assessor's Handbook re the Appeal Process. Mr. Wolbert advised that Mr. Thibault was reading from an obsolete Handbook and proceeded to read Sections 1102 and 1102.01 from the 2013 Tax Assessors' handbook re same to clarify.

Mr. Schwedes advised that the "Wing Fling" will take place on April 5, and to try to get tickets ahead of time.

Administrator/Public Safety Director

Mr. Wolbert advised Council re 7 Oil indicated that our boiler may have a crack in it. Additionally, the Auditors have completed their review; it looks good and we may have no Audit Recommendations for this year.

Professionals - Nothing at this time.

Clerk - Absent.

Tax Collector - Acceptance of the February 2014 Tax Report. Upon review, Motion to Accept by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**PUBLIC COMMENT**

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

Public Comment was had by Amy Bent, Rick Knudson, Barbara Russell, Georgine Sarro. Topics discussed included the decision not to take part in the Aerial Mosquito spraying; the recording of RCA releases; contribution for Palmyra Post-Prom Committee; storm drain issues; pot hole patching; hiring of Volunteers; expansion of the City's current Community Garden with advertising on the Website.

There being no further comment, Public Comment 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       N/A

**ADJOURNMENT**

There being no further business, Motion to Adjourn was made at 7:56PM by Schwedes; Second by Thibault. All in Favor. Motion Carried.

Respectfully submitted,

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Donna F. Snyder, RMC/CMR/CPM

\_\_\_\_\_  
Date

**APPROVED:**

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Randy H. Miller, Mayor

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Date