

THE COMMON COUNCIL OF THE CITY OF BEVERLY
MAY 27, 2014
7:00PM

MINUTES

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 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

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

Absent:

Council Member: Robert E. Lowden, Jr.

APPROVAL OF MINUTES

The May 13, 2014 Regular Minutes were approved as submitted with a Motion by Thibault; Second by Carlbon. Roll Call Vote - All ayes. Motion Carried. There was no Executive Session.

PUBLIC COMMENT ON AGENDA ITEMS ONLY

There was no Public Comment at this time.

ORDINANCES**ORDINANCE 2014-7 - INTRODUCTION/FIRST READING**

An Ordinance regarding the Construction, Repair, and Maintenance of Sidewalks in the City of Beverly. Said Ordinance will come before Council for Second Reading/Public Hearing at their June 10, 2014 meeting to be held at 7PM at City Hall, 446 Broad Street. Copies of same are available for review at the Office of the Municipal Clerk at the above address during regular business hours M-F, 9AM-5PM. Upon clarification by Administrator Wolbert and Solicitor Guest, Motion to Approve on First Reading/Introduction was made by Thibault; Second by Schwedes. Roll Call Vote - All ayes. Motion Carried.

RESOLUTIONS**RESOLUTION 2014-90**

A Resolution memorializing approval of Vendor Permit for the 2014 Beverly/Edgewater Memorial Day Parade to applicant Elliott DuRitz to operate his mobile cart selling soft pretzels and cold water, all paperwork having been submitted and Police Department approvals being received. Motion to Approve by Carlbon; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-91

A Resolution affirming, in accordance with BURLCO-JIF regulations, Beverly City's Civil Rights Policy. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-92

A Resolution approving ABC Club Liquor License Renewal for the 2014-2015 Licensing Year to W.A. Cortright, Jr., Post 115, American Legion, 700 Melbourne Avenue, Beverly, NJ, all State and Municipal paperwork and fees being submitted, and Police Department review showing good standing. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-93

A Resolution Amending Section XI, "Required Signatures", of the Cash Management Plan of the City of Beverly, updating Signatory names and number of signatures required. Motion to Approve with specifying the addition of Beverly City CMFO Yvonne Bullock's name as Signatory made by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-94

A Resolution updating the City of Beverly Employee Handbook in accordance with the BURLCO-JIF Model Employee Handbook requirements. Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

RESOLUTION 2014-95

A Resolution appointing **Shari Lynn Phillips, CTC**, as Part-time Beverly City Certified Tax Collector effective immediately, at an annual salary not to exceed \$16,000 with no Benefits, working nights and weekends (specifics to be advised), pending approval by the New Jersey Department of Community Affairs/Division of Local Government Services, due to the City's Transitional Aid status. Motion to Approve by Carbon; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

OLD BUSINESS

1. Joint Land Use Board Draft Ordinance - Fee Ordinance update for Council review. Upon discussion and review of the Joint Land Use Board's fee research from surrounding towns, Council agreed to advise the Joint Land Use Board that an Ordinance would be forthcoming with the required fee updates as submitted.

NEW BUSINESS

There was no New Business at this time.

BILL LIST

Upon review, the May 27, 2014 Bill List was Approved with a Motion 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.)*

There was no additional Correspondence at this time.

COMMENTS/REPORTS**Mayor**

Mayor Miller complimented the entire Parade Committee for an excellent job done this year and for the perfect weather!

Council

Mr. Thibault stated that he was sorry to have missed the Parade as he had a Family obligation. He advised that the Community Events fund raising is moving along, and gave thanks to all as it's been a real

team effort. He reminded everyone about the Fishing Derby on June 14, 2014, and the Riversharks event in August. Relative to the Law and Ordinance Committee, he said there was still work to do, and requested an update on the Recodification process. The Solicitor stated that due to the status of many of the older Ordinances, the City is attempting to prioritize and correct same. The Administrator advised that the City has 85 abandoned properties at this point, based on research completed by our Public Works Supervisor. Both the Solicitor and Administrator once again explained the legal process relative to abandoned properties/property maintenance/foreclosures. Mayor Miller asked what the status was on the Tax Abatement Ordinance that was before the Law and Ordinance Committee for several months for review. Mr. Thibault advised that there was still a little bit more work to do on that.

Mr. Carlbon thanked all Volunteers who helped this past Saturday with Clean Communities. He stated that he felt there was ore City pride in town than anybody realizes! He further stated that Sunday's "White Table Ceremony" was well attended. It was a beautiful tribute to what Memorial Day is really about. He further related that the Parade was a huge success and thanked all Parade Committee members. He further reported re the Economic Advisory Committee that they are thinking of ways to have people stop in our town. A meeting was had with Fr. Girard of St. Joe's and they have agreed to allow us to hold a Farmer's Market in the Church parking lot on Thursdays, 2-7PM. Advertising re same will be done in the Beverly Bee, on the City Website, and signs will be posted. Announcements will also be distributed to all Beverly City Churches. Mr. Carlbon also added a special "thank you" to Ron Paice who walked the City placing all the "No Parking" signs.

Mr. Schwedes stated that it was a pleasure to ride in the Parade and he was glad to see the cooperation between Beverly and Edgewater Park which resulted in a great Parade. Also, it was nice to see the Ad Book before the Parade instead of after! Additionally, the City looked so clean! Thanks to all.

Mr. Bancroft congratulated the Emergency Squad for the great Program they had last Wednesday with the Health Fair and all the vendors including Deborah Hospital. Mr. Carlbon stated that their Hazmat area was very professional and informative. Mr. Bancroft further stated that the Parade went extremely well and thanked everyone for their hard work.

Administrator/Public Safety Director

Mr. Wolbert thanked Mr. Carlbon for restoring the grills down at the waterfront park; it was a job well done. Also, a huge thank you to Mayor Miller who arranged a meeting with the NJ Business Action Center-State Office for Planning Advocacy, Assemblyman Troy Singleton, and the NJ Economic Development Authority. The State is very

interested in helping out the City of Beverly. After the meeting they came back with us to the City and took a tour 10AM-2PM. We had all the right people in the same room at the right time discussing unique ways of addressing relative issues to move the City forward.

Mr. Wolbert also reported that the City's Audit "Exit Interview" resulting in only two Audit recommendations - none recurring: 1.) We need to establish a separate POAA Account for the Court, i.e. a separate Trust Fund Account. 2.) An analysis was done of the Planning Board Escrow balances. Currently, there is a balance of \$2,677.43. In the past, all monies were lumped into one account; now, all need to be separated. We are checking with our Solicitor relative to a defunct LLC that still has escrows outstanding.

Additionally, on June 18, the County is hosting a meeting with all Municipal Administrators and Managers regarding Shared Services and what they can do for us. The meeting is with Paul Drayton, Burlington County Administrator/Clerk of the Board.

Mr. Wolbert also advised that he will be attending a FEMA Flood Planning Review Meeting at the County tomorrow morning. Regarding the Community Garden at the Waterfront, the Sewer Authority is helping re watering. We are trying for a well. New Jersey American Water offered a yard hydrant, but we would have to pay for the water. It was thought that perhaps we could use a tank and have the hydrant locked. This way we can conserve water.

Professionals

Solicitor Guest stated that just listening to statements relative to the cooperative activities in the Beverly, it was apparent that good things are being done in the City.

Municipal Clerk

Ms. Snyder reminded all to come out and vote on Tuesday, June 3, 2014 at Beverly School. The Polls are opened 6AM-8PM.

PUBLIC COMMENT

Please state you name and address clearly for the record.

Public Comment was had by Mary Ellen Knudson, Ron Paice, Paula Tiexiera, Stacy Atkinson, and John Haaf. Discussion included: Congratulations to the Administrator on the "Exit Interview"; Elizabeth Street Manhole cover; Can the new requirement for concrete barricades on closed off County Roads be brought up during the Administrator's meeting at the County re Shared Services; the City Website and lack of resources available; how well clean-up was done throughout the City for the Parade; if curbs are the resident's, why

do they have to pay for curb cuts for driveway entries (the Solicitor explained that it's like a new sewer connection - there's a connection fee but the plumber actually does the project -- you're paying for the privilege of accessing the street, e.g.); Volunteers helping to maintain City property is acceptable; Update on the Emergency Squad Open House and what a great job was done; thank you to the Elks and to the American Legion for all their work for the Parade this year; Clarifications for Ordinance 2014-7; PSE&G doing a good job in town; unfortunately, Volunteers are not allowed on private property; relative to the County Parks Grant due in June, there are no guarantees - it's based on need and past performance and it's a competitive grant; with the Clean-up and great Parade and Committee and City Hall work - there is pride living here in Beverly; clarification relative to the need still being prevalent for the City to have the immediately authority to clean up various properties/areas in the City.

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 at 8:40PM made by Carlbon; Second by Thibault. All in Favor. Motion Carried.

Respectfully submitted,

DONNA F. SNYDER, RMC/CMR/CPM
MUNICIPAL CLERK

DATE

APPROVED:

RANDY H. MILLER, MAYOR

DATE