

**THE COMMON COUNCIL OF THE CITY OF BEVERLY**  
**COUNCIL MEETING**  
**MAY 28, 2013**  
**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 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:

Lawrence F. Carlbon

Luis M. Crespo

Robert E. Lowden, Jr. (\*In at 7:08PM)

Robert D. Thibault

Administrator/Director of Public Safety: Richard Wolbert

Solicitor: Brian Guest

Engineer: William H. Kirchner (Attendance not required.)

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

**MINUTES**

Regular Council Meeting: 5/14/13

Motion to Approve as submitted by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

Executive Session Meeting: 5/14/13. These Minutes will be held for approval at Council's 6/11/13 Meeting.

Executive Session Minutes From 2012: 4/10, 4/24, 5/8, AND 8/8. These Minutes will be up for approval after this evening's Executive Session.

**RESOLUTIONS**: \*Note: Mr. Lowden on the Dais at 7:08PM.

**RESOLUTION 2013-104**

A Resolution appointing a Public Information Officer for the City of Beverly. Mr. Bancroft recommended that Mr. Wolbert be appointed to this unsalaried position, and all were in agreement. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2013-104A - CONSENT AGENDA**

*For approval of Resolutions 2013-105 and 2013-106 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 Lowden; Second by Thibault. All in Favor. Motion Carried.*

**RESOLUTION 2013-105**

A Resolution memorializing approval for a Vendor's Permit to "Pyramid Ice & Goods, LLC", 4364 Route 130N, Willingboro, NJ 08046, selling freshly made water ices on Monday, May 27, 2013, at the Memorial Day Parade, all paperwork being in order and fees paid.

**RESOLUTION 2013-106**

A Resolution memorializing approval for a Vendor's Permit to "Mary, The Queen of Pork", 563 Uhler Avenue, Burlington, NJ 08016, selling food and drink on Monday, May 27, 2013, at the Memorial Day Parade, all paperwork being in order and fees paid.

Motion to Approve Resolutions 2013-105 and 2013-106 made by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

**RESOLUTION 2013-107**

A Resolution authorizing and establishing a lien for Property Maintenance Charges due to the City. Motion to Approve by Thibault; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried.

**OLD BUSINESS:**

~ Law and Ordinance Committee Update regarding Recodification.

I was requested by the Administrator and Clerk that the Law and Ordinance Committee meet promptly so that the Recodification can move forward.

**NEW BUSINESS:**

~ Report of Audit for 2012 - Beverly City Fire District #1

~ Report of Audit for 2012 - Beverly City Housing Authority

*Council was advised that both of the above submitted Audits will be in the Municipal Clerk's office for Council's individual review.*

~ Burlington County Board of Elections/County Clerk's Office:

Combining of Poll locations to Beverly Elementary School, 601 Bentley Avenue, Beverly, NJ 08010, effective with the June 4, 2013 Primary Election.

~ Court Administrator Donna Browne - Letter of Resignation effective effective June 14, 2013. Council accepted with regret Ms. Browne's Letter of Resignation with a Motion by Thibault; Second by Lowden. All in Favor - Aye. Motion Carried.

~ Alcoholic Beverage Control/Person-To-Person Transfer - Bryson Incorporated, T/A F&M Liquors, To Satyam Shivam, Inc., T/A/ F&M Liquors. Paperwork submitted for Transfer. The Clerk gave Council their copies of the paperwork submitted to date. Background checks and Fingerprinting, etc. have yet to be completed. She will keep Council updated re same.

**BILLS LIST**

Review and Approval of the 5/28/13 Bills List. Upon review, Motion to Approve by Crespo; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

**CORRESPONDENCE**

There was no Correspondence at this time.

**COMMENTS/REPORTS**

**Mayor and Council**

Mayor Miller and Council all commented on the exceptional Memorial Day Parade and Celebration that took place at the Waterfront on Monday, May 27, 2013. A good time was had by all, with about 300 people

attending. All Volunteers and Citizens were thanked for their participation.

Mr. Thibault stated that work began on organizing this event this past January and it was a lot of work. Thanks go to Ms. Tiexiera for work on the Ad Book and to Mr. Carlbon for work on the Waterfront.

Mr. Carlbon advised that the Clean Communities Day held on May 18, 2013 went very well, with about 35 Volunteers. Twenty-five bags of trash were collected, and weeding and planting was done, with special thanks to Mary Ellen Knudson, Scott Bills, and Ron Paice for work on the front of City Hall ~ and to Georgine Sarro and Ryan Atkinson for work at the Waterfront. He also reminded those present that the Annual Fishing Tournament will be on June 15, and flyers will go around.

Mr. Lowden advised that the Finance Committee met last week, and they reviewed details on Bonding. Our Auditor seems to have it under control. We have not yet received a response on our request for Transitional Aid, hopefully, that will be coming soon. He also reminded all that on June 8, the 23<sup>rd</sup> Regiment will have displays at the American Legion Post from 1-3PM, with dignitaries to speak.

#### **Administrator/Public Safety Director**

Mr. Wolbert read a Letter of Commendation from Delanco's Police Chief DeSanto for Officer Mickle's assistance and professionalism during a high stress incident. Copy of same will be placed in Officer Mickle's Personnel file.

The Northwest Roads Project was reviewed last week with the Engineer and modified slightly for redo in July. Residents will be notified.

#### **Professionals**

Solicitor Guest had nothing at this time, other than comments for Executive Session.

#### **Clerk**

Ms. Snyder reminded all that the County has approved one Polling location which will be at the Beverly Elementary School. Districts 1, 2, and 3 will now be voting at the School. There will be 3 Voting machines. Notifications have been posted and distributed and the information is on our Website.

#### **PUBLIC COMMENT**

*This portion of the meeting provides the public with an opportunity to ask questions of City Council concerning the City, or to address questions to the Administrator/Director of Public Safety. **Please state you name and address for the record.***

Public Comment was had by Amy Bent, Ron Paice, and Andrew Russell. Topics discussed included the City Annual Yard Sale; Question on the Bills List; Clarification re Ordinances regarding parking on Broad Street; Thank you for quick Police response to a resident's altercation; Keeping our storm drains clear.

Mr. Carlbon asked for approval for a Community Garden on part of the Baseball field down by the river. It was felt this was a good idea. There would be basic rules. No charge for the first year. Six local families are interested so far. Insurance issues will be addressed up front by Mr. Wolbert with our Risk Management company. Mr. Carlbon stated that this is the type of activity that can help us get a "Sustainable" designation from the State. Motion to Approve by Crespo; Second by Lowden. All in Favor. Motion Carried.

**EXECUTIVE SESSION - 7:45PM**

**Resolution 2013-108:**

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

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

**ACTION TAKEN AFTER EXECUTIVE:**       YES       NO

Motion to Approve Executive Session Minutes from 2012: 4/10, 4/24, 5/8, and 8/8 made by Crespo; Second by Thibault. Roll Call Vote to Messrs. Crespo and Thibault - Yes. Motion Carried.

**ADJOURNMENT**

There being no further business, Motion to Adjourn at 7:55PM made by Crespo; Second by Carlbon. All in Favor. Motion Carried.

5/28/13  
Council Minutes

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Respectfully submitted,

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

\_\_\_\_\_  
Date

**APPROVED:**

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Randy H. Miller, Mayor

\_\_\_\_\_  
Date