

**City of Beverly
Burlington County
June 23, 2020 – 5:00PM
Regular Session**

MINUTES

The Regular Meeting of the Common Council of the City of Beverly, County of Burlington, and State of New Jersey was held on the aforementioned date via conference call with the following in attendance: Mayor Randy H. Miller, Council President Robert H. Bancroft, Councilman Robert E. Lowden, Jr., Councilwoman Grace M. Heron, Councilman Mark Schwedes, Councilwoman Bernadine Williams, City Administrator/Public Safety Director Richard Wolbert, City Solicitor Thomas Coleman, and Municipal Clerk Caitlin Midgette.

Council President Bancroft called the meeting to order at 5:00PM.

The following opening statement was read by Council President Bancroft:

“The Provisions of the Open Public Meetings Act have been met. Notice of this meeting, Resolution 2020-1, was posted on the Official Bulletin Board in City Hall, published in The Burlington County Times on January 12, 2020, transmitted to the Camden Courier Post, filed with the Municipal Clerk on January 12, 2020 and was mailed to all persons requesting and paying for same. Notice that this meeting will be held via conference call at 5:00PM was published in The Burlington County Times on May 3, 2020, transmitted to the Courier Post, posted on the City’s official website, and sent to all persons requesting same.”

The above was followed by the Flag Salute and Roll Call.

APPROVAL OF MINUTES

- **Regular Session: June 9, 2020**

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to approve the above listed set of minutes. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

PUBLIC COMMENT ON AGENDA ITEMS ONLY

There being no comments, a motion was offered by Councilman Schwedes and seconded by Councilwoman Williams to close the preliminary public comment on agenda items only. Motion carried.

OLD BUSINESS

No old business was presented.

NEW BUSINESS

- **Authorization for City Engineer to perform a property survey and determine metes and bounds of school property and field**

City Administrator Wolbert explained that the School District intends to install three classroom trailers. However, there appears to be a property line issue between the School District and the adjoining property owned by the City, as at least one of the trailers will rest on what is currently documented as City property. In order to determine the appropriate property lines, the Common Council will have to authorize the City Engineer to perform a property survey on the area, with an initial estimate for said services to cost \$7,500. The Council agreed to move forward in obtaining a property survey.

- **Residential Parking Only – Second Street**

City Administrator Wolbert stated that there have been several incidents involving a group of individuals who have vandalized a certain area located near the Beverly Housing Authority. After a meeting with the residents of the Housing Authority and members of the Executive Board, it was requested that “resident parking only” signs be placed from the end of Second Street to the corner of Magnolia to help prevent such gatherings from taking place. Councilman Schwedes inquired as to the cost of installing said signs. Mr. Wolbert stated that \$20,000 was appropriated in last year’s budget for the installation of signs, and that there is approximately \$8,000 remaining that can be utilized for this specific purpose. There will also be costs related to ordinance preparation and advertising. After slight discussion, it was determined by the Common Council to move forward in making the aforementioned area a resident parking only area.

ORDINANCE – FIRST READING

Ordinance 2020-5: An Ordinance of the Common Council Determining Wage and Salary Ranges for Employees of the City of Beverly

A motion was offered by Councilman Lowden and seconded by Councilwoman Williams to introduction Ordinance 2020-5. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

ORDINANCE – SECOND READING

Ordinance 2020-6: Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank

Council President Bancroft opened the public hearing on Ordinance 2020-6. There being no comments, a motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to close the public hearing. Motion carried.

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to adopt Ordinance 2020-6. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

RESOLUTIONS

Resolution 2020-55: Resolution Approving Change Order #3 for the 2018 Road Improvement Project

A motion was offered by Councilman Schwedes and seconded by Councilwoman Williams to adopt Resolution 2020-55. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

Resolution 2020-56: Resolution Authorizing Payment of Pay Estimate #3 for the 2018 Road Improvement Project

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to adopt Resolution 2020-56. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

Resolution 2020-57: Resolution Rescinding Resolution 2020-48 Appointing Robert King as Fire Subcode Official for the City of Beverly

A motion was offered by Councilman Schwedes and seconded by Councilman Lowden to adopt Resolution 2020-57. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

Resolution 2020-58: Resolution Appointing David Muñoz as Provisional Fire Subcode Official for the City of Beverly

A motion was offered by Councilwoman Williams and seconded by Councilwoman Heron to adopt Resolution 2020-58. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-59: Resolution Authorizing Membership in a Mutual Aid and Assistance Agreement with Participating Units

A motion was offered by Councilwoman Heron and seconded by Councilwoman Williams to adopt Resolution 2020-59. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-60: Resolution of Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for Jennings Street, Perkins Street, Church Street, and Parker Street Improvement Project

A motion was offered by Councilman Lowden and seconded by Councilman Schwedes to adopt Resolution 2020-60. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-61: Resolution of Approval to Submit a Grant Application and to Execute Grant Contract with the New Jersey Department of Transportation for Manor Road, Memorial Avenue, and Cherry Street Improvement Project

City Administrator Wolbert stated that the aforementioned project will correct the stormwater drainage issue at the section of Manor Road by Third Street and Dory Court, and the deterioration of a section of Cherry Street between Locust Street and Bentley Avenue. Additionally, the project will include the installation of curbs and sidewalks and an intersection adjustment at the latter area. Mr. Wolbert also noted that half of Memorial Ave is in the jurisdiction of the Township of Delanco, who will act as lead agent for improvements to said roadway.

A motion was offered by Councilwoman Heron and seconded by Councilwoman Williams to adopt Resolution 2020-61. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-62: Resolution Authorizing Local Examination of the 2020 Municipal Budget

A motion was offered by Councilwoman Williams and seconded by Councilwoman Heron to adopt Resolution 2020-62. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-63: Resolution Authorizing the 2020 Municipal Budget to be Read by Title Only

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to adopt Resolution 2020-63. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Council President Bancroft opened the public hearing on the 2020 Municipal Budget. There being no comments, a motion was offered by Councilwoman Heron and seconded by Councilman Schwedes to close the public hearing.

Resolution 2020-64: Resolution Adopting the 2020 Municipal Budget

City Administrator Wolbert noted that no changes were made to the budget from the introduction of same.

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to adopt Resolution 2020-64. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft
Nay:
Abstain:
Absent:

Resolution 2020-65: Resolution Establishing Employee Salaries for the 2020 Calendar Year

A motion was offered by Councilman Schwedes and seconded by Councilwoman Heron to adopt Resolution 2020-65. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

BILL LIST

A motion was offered by Councilwoman Heron and seconded by Councilman Schwedes to approve the Bill List for June 23, 2020. Motion carried on a Roll Call Vote, as follows:

Aye: Heron, Lowden, Schwedes, Williams, Bancroft

Nay:

Abstain:

Absent:

CORRESPONDENCE

City Clerk Midgette read into the record a letter from the Delanco Township Police Department commending Sergeant Davis for his assistance and professionalism during a certain incident.

MAYOR/COUNCIL/STAFF COMMENTS

Mayor Miller and Councilwoman Heron commended Sergeant Davis and hoped all were staying healthy during this time.

Councilman Lowden inquired if the upcoming general election will also be primarily vote by mail. City Clerk Midgette stated that as of right now, the general election will be held as normal, but that may change in response to the ongoing pandemic.

Councilman Schwedes thanked Sergeant Davis, and noted that Beverly's Police Department receives many commendations from other police departments. Additionally, Mr. Schwedes inquired if the City has received increased police calls for fireworks. City Administrator Wolbert confirmed, and stated that the officers received training on which fireworks are legal in New Jersey, and will be enforcing same over the holiday weekend.

Councilwoman Williams inquired if the public can physically go to the polls to vote, or if voting for the Primary Election is strictly vote by mail. City Clerk Midgette stated that individuals may go to the polls to vote, but all voters must vote by provisional ballot, unless a voter is disabled and requires the use of a voting machine. Additionally, Ms. Midgette noted that if an individual is uncomfortable submitting their ballot via mail, ballots may be dropped off in person at the County Clerk's Office, or in several drop box locations around the county.

Councilwoman Williams inquired if the demonstration over the weekend was peaceful. City Administrator Wolbert stated that approximately 75 individuals attended, even though the City was not ready to reopen public parks due to the pandemic. However, as the Governor is allowing

for public parks to reopen on July 2nd, it is up to the discretion of the Common Council to approve gatherings in City parks.

City Administrator Wolbert updated the Council on the following items: the user friendly budget for 2020 will be posted online for public view; the deteriorated house located at 465 Laurel Street has been demolished and the property has been restored; the Director of Economic Development at the county, who has been instrumental in the development of the City, is retiring; the New Jersey American Water pipe replacement project is on hold pending necessary approvals from the county; and the Police Department will be undergoing training for the de-escalation of situations involving individuals with autism and special needs.

The May 2020 reports for the Municipal Court and Endeavour EMS were reviewed. City Administrator Wolbert noted that there have been increased EMS calls and response times due to the pandemic. Currently, there have been no additional cases in Beverly within the last week.

PUBLIC COMMENT

Council President Bancroft opened public comment.

Gordon Parks, 198 Buchanan Ave in Edgewater Park, stated that he is interested in purchasing the property located at 215 Locust Street, which is in the process of being foreclosed on by the City. He currently operates a ministry with community outreach programs, and would like to expand those services into Beverly. Accordingly, Mr. Parks stated that he would like to meet with members of the Council to discuss the possibility of same.

There being no further comments, a motion was offered by Councilwoman Heron and seconded by Councilwoman Williams to close the public comment portion of the meeting. Motion carried.

ADJOURNMENT

A motion was offered by Councilwoman Williams and seconded by Councilwoman Heron to adjourn the meeting. Motion carried. The meeting adjourned at 5:54PM.

Respectfully Submitted By:

Caitlin Midgette, RMC/CMR
Municipal Clerk

Approved: July 14, 2020