



**CITY OF BEVERLY
BURLINGTON COUNTY
STATE OF NEW JERSEY**

**COMMON COUNCIL
February 13, 2024 – 5:30PM**

AGENDA

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT STATEMENT

“The Provisions of the Open Public Meetings Act have been met. Notice of this meeting, Resolution 2024-1, was posted on the Official Bulletin Board in City Hall, published in The Burlington County Times on January 7, 2024, transmitted to the Camden Courier Post, filed with the Municipal Clerk, and was mailed to all persons requesting and paying for same.”

FLAG SALUTE

ROLL CALL

Mayor: Randy H. Miller

Council Members:

Robert H. Bancroft

Riccardo Dale

Robert E. Lowden, Jr.

Kelsey Snively

Bernadine Williams

Staff:

Administrator/Public Safety Director: Richard Wolbert

City Solicitor Thomas J. Coleman, III., Esq.

Municipal Clerk Caitlin D’Alfonso, RMC

PUBLIC COMMENT ON AGENDA ITEMS ONLY

APPROVAL OF MINUTES

Regular Meeting: January 23, 2024

BILL LIST

Bill List: February 13, 2024

OLD BUSINESS

NEW BUSINESS

ORDINANCE – SECOND READING/PUBLIC HEARING

Ordinance 2024-1: An Ordinance Determining Wage and Salary Ranges for Employees of the City of Beverly

ORDINANCE – FIRST READING/INTRODUCTION

Ordinance 2024-2: Ordinance Repealing and Replacing Chapter 283 of the Code of the City of Beverly Entitled “Fire Prevention”

Ordinance 2024-3: An Ordinance Amending Chapter XXI of the Code of the City of Beverly Entitled “Schedule of Fees” (Housing Office, Fire Prevention)

Ordinance 2024-4: Ordinance Amending Chapter XX of the Code of the City of Beverly Entitled “Zoning” to Create Additional Permitted Uses in the C-2 Zoning District

Ordinance 2024-5: Ordinance Amending the 2007 Redevelopment Plan as it relates to Section 2 of the Land Use Element Entitled “R-3 Single and Multifamily Residential District”

RESOLUTIONS

Resolution 2024-34: Resolution Amending Memorandum of Agreement between the City of Beverly and the Beverly Police Association

Resolution 2024-35: Resolution Authorizing the Execution of Agreement with the New Jersey Department of Community Affairs for Public Safety Equipment

Resolution 2024-36: Resolution Authorizing Interlocal Services Agreement with the Burlington County Soil Conservation District for Stormwater Facility Inspections

Resolution 2024-37: Resolution Authorizing Award of Contract to American Pipe Services, LLC for the Sanitary Sewer CCTV Project

Resolution 2024-38: Resolution Authorizing the Submission of Grant Application to NJDCA for FY 2024 Local Recreation Improvement Grant

Resolution 2024-39: Resolution Refunding Overpaid Taxes on 520 Broad Street

CORRESPONDENCE

COMMENTS

- Mayor
- Council
- Administrator/Public Safety Director
- Professionals
- Municipal Court Report: January 2024

PUBLIC COMMENT

ADJOURNMENT

Next Meeting: February 27, 2024 – 5:30PM

**CITY OF BEVERLY
BURLINGTON COUNTY**

ORDINANCE 2024-1

**AN ORDINANCE OF THE COMMON COUNCIL DETERMINING WAGE AND
SALARY RANGES FOR EMPLOYEES OF THE CITY OF BEVERLY**

BE IT ORDAINED by the Common Council of the City of Beverly, that the following wage and salary ranges for the positions so named are hereby established.

SECTION 1. Compensation for the following positions shall be:

TITLE	RANGE
Administrator	\$40,000 - \$85,000
Municipal Clerk	\$40,000 - \$79,000
Deputy Municipal Clerk (P/T)	\$10.00 - \$27.00 per hour
Tax Collector (P/T)	\$13,000 - \$25,000
Chief Financial Officer (P/T)	\$5,000 - \$35,000
Treasurer (P/T)	\$5,000 - \$35,000
Qualified Purchasing Agent (QPA)	\$5,000 - \$10,000
Tax/Finance Clerk (P/T)	\$20.00 - \$30.00 per hour
Municipal Judge (P/T)	\$11,000 - \$18,000
Court Administrator	\$40,000 - \$70,000
Deputy Court Administrator	\$1,500 - \$3,000
Tax Assessor (P/T)	\$14,000 - \$25,000
Zoning Officer (P/T)	\$3,000 - \$8,000
Construction Code Official (P/T)	\$3,000 - \$8,000
Building Inspector (P/T)	\$3,000 - \$8,000
Plumbing Inspector (P/T)	\$3,000 - \$8,000
Electrical Inspector (P/T)	\$3,000 - \$8,000
Fire Code Inspector (P/T)	\$3,000 - \$8,000
Housing Secretary (P/T)	\$10.00 - \$25.00 an hour
Construction Tech. Asst. (P/T)	\$15.00 - \$35.00 an hour
Code Enforcement Officer (P/T)	\$15.00 - \$30.00 an hour
Rental Unit Inspector (P/T)	\$10,000 - \$20,000
Public Works Supt.	\$35,000 - \$60,000
Public Works Laborer	\$25,000 - \$40,000
Public Works Laborer (seasonal)	\$12.00 - \$25.00 an hour

Land Use Board Sec (P/T)	\$150.00 - \$250.00 per month
Public Safety Director	\$10,000 - \$40,000
Police Matron	\$50.00 per call
Crossing Guards	\$20.00 - \$45.00 per day
Part Time Fully Certified Police Officer	\$16.00 - \$45.00 per hour
Police Recruit	\$46,000 - \$57,000
Police Step 1	\$60,000 - \$73,000
Police Step 2	\$71,000 - \$87,000
Police Step 3	\$75,000 - \$91,000
Police Step 4	\$79,000 - \$96,000
Police Step 5	\$84,000 - \$102,000
Police Sergeant	\$90,000 - \$108,000
Police Lieutenant	\$102,000 - \$114,000

SECTION 2. The above salary adjustment shall become effective as of January 1, 2024. The salary rates for full time employees are based on a forty (40) hour week straight time. Overtime will be at time-and-a-half for hours over forty (40) per week will be authorized for eligible employees specified in union contracts.

SECTION 3. All above employees will follow the Employee Handbook regarding Benefits, Vacation, and Sick time, unless under a separate contract.

SECTION 4. All ordinances or parts of ordinances, which are inconsistent with the provision of this Ordinance are to the extent of said inconsistency, hereby repealed.

SECTION 5. This ordinance shall take effect upon final passage, adoption, and publication in the manner prescribed by law.

INTRODUCTION						
Roll Call Vote						
Council Member	Motion	Second	Aye	Nay	Abstain	Absent
Dale						
Lowden						
Snively						
Williams						
Bancroft						

ADOPTION						
Roll Call Vote						
Council Member	Motion	Second	Aye	Nay	Abstain	Absent
Dale						
Lowden						
Snively						
Williams						
Bancroft						

CERTIFICATION

I, Caitlin D'Alfonso, RMC, CMR, Municipal Clerk of the City of Beverly, County of Burlington, and State of New Jersey, do hereby certify the forgoing to be a true and correct copy of an Ordinance which was introduced by the Common Council of the City of Beverly at its meeting of January 23, 2024 with a second reading, public hearing, and final adoption held on

_____.

Caitlin D'Alfonso, RMC, CMR
Municipal Clerk

February 12, 2024
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CITY OF BEVERLY
Purchase Order Listing By Vendor Id

Page No: 1

P.O. Type: All
Range: First to Last
Format: Condensed
Include Non-Budgeted: Y
Received Date Range: First to 12/31/24
Open: N Paid: N Void: N
Rcvd: Y Held: N Aprv: Y
Bid: Y State: Y Other: Y Exempt: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ALL001	ALLEN, SHERYL								
		24-00055	02/04/24	2024 COURT RECORDER SERVICES	Open	100.00	0.00		
ALL002	ALL INDUSTRIAL SAFETY PRODUCTS								
		23-00541	09/21/23	SUPPLIES	Open	309.60	0.00		
		24-00026	01/17/24	2024 PW SUPPLIES	Open	520.85	0.00		
						830.45			
BEV002	BEVERLY FIRE COMMISSION								
		24-00003	01/08/24	2024 QTRLY FIRE TAXES	Open	56,856.75	0.00		
BEV006	BEVERLY CITY SEWERAGE AUTH.								
		24-00066	02/04/24	2023 SEWER LIEN PAYMENT	Open	1,353.79	0.00		
BRIDG005	BRIDGECONNEX, LLC								
		24-00060	02/04/24	2024 TELEPHONE SERVICE	Open	625.00	0.00		
BUR003	BURL CO SOLID WASTE								
		24-00053	02/04/24	2024 LANDFILL SERVICES	Open	10,687.48	0.00		
BUR013	BURLINGTON COUNTY TREASURER								
		24-00002	01/08/24	2024 COUNTY QTRLY TAXES	Open	141,926.17	0.00		
BURLI005	BURLINGTON COUNTY SOIL CONSERV								
		24-00054	02/04/24	MS4 STORMWATER INSPECT 2023	Open	225.00	0.00		
CMBEM005	CMB EMERGENCY TRA&EDUCATION								
		24-00063	02/04/24	AHA EMERGENCY TRAINING POLICE	Open	600.00	0.00		
COM001	COMCAST								
		24-00021	01/16/24	2024 INTERNET SERVICES	Open	407.58	0.00		
DEJ001	DEJANA TRUCK & UTILITY								
		24-00043	01/23/24	Rubber Edge for Plow	Open	254.27	0.00		
DOM00	Domenics Auto								
		23-00701	12/27/23	window Deflectors - DPW	Open	267.74	0.00		
GRA004	GRAINGER								
		24-00034	01/18/24	Safety Supplies & Hardware	Open	353.18	0.00		
		24-00042	01/22/24	Plow Hardware	Open	39.92	0.00		
						393.10			
GTBM001	Gold Type Business Machines								
		23-00588	10/14/23	ETICKETING JULY - DEC 2023	Open	280.54	0.00		
HER001	HERITAGE BUSINESS SYSTEMS LEAS								
		24-00037	01/18/24	2024 COPIER LEASE	Open	218.02	0.00		

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CITY OF BEVERLY
Purchase Order Listing By Vendor Id

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KEL002	Kelly, Jennifer, Phd LLC	24-00056	02/04/24	2024 PEPE SERVICES	Open	990.00	0.00		
LOWTH005	LOWTHER SMALL ENGINE INC	24-00009	01/10/24	2024 EQUIP REPAIR&SAFETY SUPPL	Open	11.96	0.00		
MIC001	MICROSYSTEMS-NJ	24-00059	02/04/24	2024 SOFTWARE MAINTENANCE	Open	1,620.00	0.00		
MILL001	MILLER FORD TRUCK CENTER	24-00047	01/30/24	F550 Repairs	Open	1,270.15	0.00		
NET001	NETWORKS PLUS	24-00057	02/04/24	2024 BARRACUDA SERVICES	Open	240.00	0.00		
NEW001	NEW JERSEY AMERICAN WATER	24-00067	02/04/24	2024 WATER BILLS	Open	314.42	0.00		
PSE001	PSE&G	24-00039	01/18/24	2024 STLIGHT/ELE BILL	Open	7,978.06	0.00		
PUB001	PUBLIC WORKS ASSN OF NJ	24-00012	01/16/24	2024 Public Works Association	Open	105.00	0.00		
RIV001	RIVERSIDE NAPA	24-00013	01/16/24	2024 PW SUPPLIES	Open	312.99	0.00		
RIVEL005	RIVELL LLC	24-00058	02/04/24	2024 IT SUPPORT SERVICES	Open	935.00	0.00		
SPEED005	SPEEDWELL TARGETS	24-00064	02/04/24	PLOICE SUPPLIES	Open	225.72	0.00		
STA002	STATE TOXICOLOGY LABORATORY	23-00564	10/07/23	DRUG TESTING	Open	45.00	0.00		
TAC001	TACTICAL PUBLIC SAFETY LLC	24-00065	02/04/24	SWITCH BOX/LABOR	Open	200.00	0.00		
TM001	T MOBILE	24-00052	02/04/24	2024 TELEPHONE SERVICES	Open	57.58	0.00		
UGIEN005	UGI ENERGY SERVICES LLC	24-00051	02/04/24	2024 ELECTRICITY	Open	137.25	0.00		
WBM001	WB MASON	24-00010	01/10/24	OFFICE SUPPLIES	Open	172.76	0.00		
		24-00025	01/17/24	OFFICE SUPPLIES	Open	113.94	0.00		
		24-00045	01/23/24	OFFICE SUPPLIES	Open	282.31	0.00		
						569.01			

Total Purchase Orders: 35 Total P.O. Line Items: 0 Total List Amount: 230,038.03 Total Void Amount: 0.00

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CITY OF BEVERLY
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Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-01	3,307.39	0.00	0.00	3,307.39
	4-01	226,730.64	0.00	0.00	226,730.64
Total of All Funds:		230,038.03	0.00	0.00	230,038.03