



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

**COMMON COUNCIL
April 9, 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: March 26, 2024

BILL LIST

Bill List: April 9, 2024

OLD BUSINESS

NEW BUSINESS

ORDINANCE – SECOND READING/PUBLIC HEARING

Ordinance 2024-7: Ordinance Amending Chapter V of the Code of the City of Beverly Entitled “Administration of Government”

Ordinance 2024-8: Ordinance Determining Wage and Salary Ranges for Employees of the City of Beverly

CONSENT AGENDA RESOLUTIONS

The following resolutions will be considered under Consent Agenda. Any item that requires further discussion may be pulled from the Consent Agenda and acted upon separately.

Resolution 2024-59: Resolution Authorizing the City of Beverly to Enter into a Cooperative Purchasing Agreement with the Camden County Educational Services Commission

Resolution 2024-60: Resolution Appointing James Bernard as Certified Recycling Professional for the City of Beverly

Resolution 2024-61: Resolution Authorizing the Haaf Family Arts Foundation, Inc. to Install a Temporary Banner at 323 Broad Street

Resolution 2024-62: Resolution Authorizing the Lease of Copiers and Related Services from Xerox through New Jersey State Contract

Resolution 2024-63: Resolution Adopting the Emergency Operations Plan for the City of Beverly

Resolution 2024-64: Resolution Accepting the Resignation of William Romero as Police Officer

Resolution 2024-65: Resolution Supporting the Submission of an Application for the FY2024 Community Project Funding Grant Program for the Installation of a Parking Lot at the Beverly City Elementary School

CORRESPONDENCE

COMMENTS

- Mayor
- Council
- Administrator/Public Safety Director
- Professionals

PUBLIC COMMENT

ADJOURNMENT

Next Meeting: April 23, 2024 – 5:30PM

**CITY OF BEVERLY
BURLINGTON COUNTY**

ORDINANCE 2024-7

**ORDINANCE AMENDING CHAPTER V OF THE CODE
OF THE CITY OF BEVERLY ENTITLED “ADMINISTRATION OF GOVERNMENT”**

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Beverly, County of Burlington, and State of New Jersey, that Chapter V of the Code of the City of Beverly entitled “Administration of Government” is hereby amended as follows:

Article V – City Administrator

§ 5-21 Deputy City Administrator; position established; appointment.

There is hereby created the position of Deputy City Administrator. The Deputy City Administrator shall be appointed by the Common Council at the recommendation of the City Administrator.

§ 5-22 Functions and duties.

The Deputy City Administrator shall operate under the direction and supervision of the City Administrator, and shall carry out the functions and duties as established by § 5-19 of this chapter during the absence of the City Administrator.

§ 5-23 Compensation.

This position shall be compensated in accordance with the established salary ordinance.

Article XI – Department of Health

§ 5-40 Registrar of Vital Statistics.

A. The Common Council must appoint a local registrar which, under the supervision and direction of the state registrar, shall enforce the provisions of N.J.S.A. 26:6-1, et seq., and the vital statistics of all marriages, deaths and births within his/her registration district as prescribed by N.J.S.A. 26:8-24.

B. The appointment of a local registrar shall be immediately certified to the state department, but shall not become effective until 30 days from the date of filing the certificate, unless approved sooner, in writing, to the department. If, within the 30 days the department shall disapprove of the appointment, the office shall be deemed vacant.

C. The Common Council, at the recommendation of the appointed local Registrar of Vital Statistics, shall appoint deputy registrars, alternate registrars, and sub registrars as deemed necessary. Compensation for same shall be set forth by the salary ordinance of the City of Beverly.

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

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 March 26, 2024 with a second reading, public hearing, and final adoption held on

_____.

Caitlin D’Alfonso, RMC, CMR
Municipal Clerk

**CITY OF BEVERLY
BURLINGTON COUNTY**

ORDINANCE 2024-8

**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
City Administrator	\$40,000 - \$85,000
Deputy City Administrator	\$2,000 - \$15,000
Municipal Clerk/Registrar of Vital Statistics	\$40,000 - \$79,000
Deputy Municipal Clerk	\$2,000 - \$15,000
Deputy Registrar of Vital Statistics	\$2,000 - \$15,000
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		X	X			
Lowden						X
Snively			X			
Williams	X		X			
Bancroft			X			

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

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