

**THE COMMON COUNCIL OF THE CITY OF BEVERLY**  
**MAY 24, 2016**  
**7:00PM**

**MINUTES**

**CALL TO ORDER**

Council President Bancroft called the meeting to order at 7PM.

**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 6, 2016 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 (published on January 11, 2016) 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 recorded electronically and manually, 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  
Robert E. Lowden, Jr.  
Mark A. Schwedes  
Robert D. Thibault

Solicitor: Thomas J. Coleman, III  
Raymond/Coleman/Heinold/Norman, LLP

Engineer: William H. Kirchner (Attendance not required)

Administrator/Director of Public Safety: Richard A. Wolbert

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

**APPROVAL OF MINUTES**

May 10, 2016 Regular Session Minutes were Approved as submitted with a Motion by Schwedes; Second by Carlbon. Roll Call Vote - All Ayes. Motion Carried. There was no Executive Session.

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

*Please state your name and address clearly for the record.*

Mary Ellen Knudson questioned the \$6,000 payable to Edmunds. The Administrator advised that this was the annual Service/Maintenance Fee due for Finance/Tax/Taxes payable online.

Ordinance 2016-5 was clarified by Solicitor Coleman to Ron Paice stating that said Ordinance related to Retail sales by Pet Shops. Mr. Bancroft advised that although the City has no Pet Shops at this time, it is a wise move to get this on the books now and be proactive. Mr. Lowden reminded everyone that for residents, the City's Code advised how many dogs can be kept per household. He further stated that this Ordinance is for the business of breeding dogs.

There being no further Public comment, Mr. Bancroft closed this portion of the meeting.

**ORDINANCES****Ordinance 2016-5 - Second Reading/Public Hearing/Adoption**

An Ordinance of the Common Council of the City of Beverly placing Restrictions on the Sale of Dogs and Cats from Pet Shops Located within the City of Beverly. Mr. Bancroft opened the floor to Public Comment at this time.

Mary Ellen Knudson stated that the City has no Pet Shops now. Mr. Bancroft stated again that we need to get this on the books now in order to establish guidelines before we do get a Pet Shop in town. Solicitor Coleman also re-stated that this Ordinance does not apply to individual residents, but only to Retail Pet Shops.

There being no further comments, Mr. Bancroft closed this portion of the meeting. Motion to Adopt by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**Ordinance 2016-6 - First Reading/Introduction**

An Ordinance of the Common Council of the City of Beverly establishing the Beverly City Green Team in accordance with the requirements for Sustainable Jersey Certification. Said Ordinance will come before Council for Second Reading, Public Hearing, and Adoption at their June 14, 2016 meeting, at 7PM, at the Beverly City Hall, 446 Broad Street, Beverly, NJ 08010 at which time and place all those wishing to be heard on same will be so heard. Copies of said Ordinance are available

for review at the Office of the Municipal Clerk, at the aforementioned location, during regular business hours, M-F, 9AM-5PM.

Referring to said Ordinance, Council Member Carlbon requested that the designation "Advisory" be removed from the Ordinance. Mayor Miller stated that the Beverly City Green Team Advisory Committee is just that..."Advisory". They do not have a "free hand" and that individuals should not be appointed under the false assumption that they do.

Mr. Carlbon asked why having "Terms" was needed. Mayor Miller advised that we need an initial structure for the organization, and having terms for members facilitates this need. Individuals will be appointed and re-appointed. All are included. This is by no means being included to keep people away.

As there were no further comments, this portion of the meeting was closed. Motion to Approve on First Reading/Introduction made by Thibault; Second by Lowden. Roll Call Vote - All Ayes. Motion Carried.

## **RESOLUTIONS**

### Resolution 2016-96

A Resolution authorizing the hiring of Darryl C. Howard, II as a Recruit in the Beverly City Police Department, effective May 16, 2016, pending a successful physical examination, and completion of the Mercer County Police Academy; annual salary at the Recruitment Step of \$40,513.00 per the current Beverly City Police Association Contract, with Full Benefits, and with Certification of Funds by the Beverly City CMFO. Upon clarification by the Administrator, Motion to Approve by Lowden; Second by Thibault. Roll Call Vote - All Ayes. Motion Carried.

### Resolution 2016-97

A Resolution in support of an update to the Burlington County River Route Corridor's Regional Strategic Revitalization Plan. Motion to Approve by Carlbon; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

### Resolution 2016-98

A Resolution authorizing a License Agreement between the City of Beverly and the Church of Jesus, The Good Shepherd for facility use for the Beverly City Farmer's Market/Parking Needs for the

period from May 26, 2016 through and including October 30, 2016, per the attached Agreement documentation.

Motion to Approve by Thibault; Second by Schwedes. Roll Call Vote - All Ayes. Motion Carried.

**OLD BUSINESS** - None.

**NEW BUSINESS** - None.

**BILL LIST**

Approval of the May 24, 2016 Bill List.

Upon clarification of several items, Motion to Approve by Schwedes; Second by Lowden. 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

The Mayor advised that we are entering into summer with a number of activities including Dunk's Ferry. He also reminded everyone to advise us before an event so that we can turn out for it. Mayor Miller ended his comments by stating for those who were not aware, that today was Bob Dylan's 75<sup>th</sup> Birthday!

Council

Mr. Thibault stated that the addition of Mr. Howard to the Police Department is most welcomed. Regarding Community Events, he reminded all that the Memorial Day Parade was coming up on May 30. The Fishing Derby will be held on Saturday, June 11, and During July and August, summer concerts will be scheduled. Some shelving is being constructed for Community Events materials down at the Water Company building; thanks to Mr. Knudson for his help. Additionally, this will be the fourth year for Community Day on Broad Street. There will be a Car Show, Bands, etc. He stated that our Sponsors and Signs are better than ever.

Mr. Carlbon advised that the Farmer's Market opens on Thursday, May 26 with new and existing Vendors. The Community Garden has started. Thanks to John Haaf for plowing up new gardens and turning up old ones!

Mr. Schwedes reiterated that Community Events has been very busy. More participants are needed for the Winery and Tropicana Casino Bus trip that takes place in about three and one-half weeks. Call Dale Thompson for more information.

Mr. Lowden stated that he is looking forward to an updated report from the Administrator relative to the Family Dollar store opening date.

Administrator/Public Safety Director

The Family Dollar Site Contractor and Boos Development have been contacted. They are onsite today. Site work will be completed this week and the sidewalks are in order. The Engineer has started work on Magnolia. They are TVing the line and sewer out for Putnam and Magnolia. Relative to the Memorial Day Parade, the street sweepers will be back tomorrow; they came today without notice! In addition, we are looking for quotes for electric lighting inside the Gazebo down at the Waterfront. As a reminder, the Green Building Sustainability Sub-committee meeting will be here at City Hall next Thursday.

Professionals

Solicitor - Nothing additional at this time.

Municipal Clerk

Nothing additional at this time.

Municipal Court Administrator

Submission of the April 2016 Court Report for acceptance. Motion to Accept as submitted by Thibault; Second by Schwedes. Roll Call Vote - All in Favor. Motion Carried.

**PUBLIC COMMENT**

***Please state you name and address clearly for the record.***

Ron Paice reminded all that cleaning up after your Dog applies Citywide. Additionally, in response to Mr. Paice's question, Mr. Bancroft advised that the intersection is being done at the back of the Family Dollar on Perkins Street. Administrator also clarified the River Route Update Resolution for Mr. Paice.

Paula Tiexiera reminded all that the Annual "White Table" Ceremony will take place at noon on Sunday, May 29, at the Gazebo at the Waterfront. This is held yearly in honor of all Prisoners of War and those Missing in Action...those who never made it home. All are encouraged to attend. In addition, the Memorial Day Parade starts at 1PM on Monday, May 30. Please come out and support everyone's efforts.

Mary Ellen Knudson asked what actually the purpose of the Green Team is. Administrator Wolbert responded to her question stating that the Green Team comes under the umbrella of Sustainable Jersey, which is a nonprofit organization that provides tools, training and financial incentives by way of grants to support communities as they pursue Sustainability programs. The Certification is a rigorous and meaningful designation. Actions are taken by municipalities to score points toward this Certification and must be accompanied by documentary evidence and is reviewed. Over 400 towns have reached Certification status. There are two levels of Certification - Bronze and Silver, both requiring the establishment of a Green Team and both requiring the attainment of a certain number of points and priority actions that must be completed in order to qualify.

**EXECUTIVE SESSION - RESOLUTION 2016** - No Executive Session.  
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 X \_\_\_\_\_

**ADJOURNMENT**

There being no further business, Motion to Adjourn at 7:40PM was made by Thibault; Second by Schwedes. All in Favor. Motion Carried.

Respectfully submitted,

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

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Date