

April 2, 2008

The work session of the Riverton Borough Council was held on the above date. Mayor Martin presiding.

PRESENT: Council members Brown, Cairns Wells, Smyth, Kinzler, Cesaretti and Solicitor Bruce M. Gunn

ABSENT: Council member Daniel

The following statement was read by Mayor Martin:

Public notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

(a) Having written notice of all meetings to be held in 2008 published in the Burlington County Times on December 30, 2007

(b) Posting written notice on the official bulletin board on January 4, 2008

Update Re: Revaluation/revisions to tax maps-Tom Davis, Tax Assessor present

Mr. Davis distributed a brief brochure and pamphlet with information regarding the reval process. Mr. Davis believes that the number one question about the reval process is the tax issue. Mr. Davis stated that it is a revenue neutral process. We will not be bringing in anymore taxes. It just redistributes the taxes.

Mr. Davis reported that our tax maps have gone back up to the state for a second time for their review and approval of minor revisions. Mr. Davis has asked the County to assist us in getting the state to approve our maps so that the process can begin. The County will not sign off on the Borough's contract with Vital until the State approves the maps.

Mayor Martin asked when the inspector's will be going house to house. Mr. Davis hopes by the beginning of June. Mayor Martin asked what the contract amount was. The Clerk responded \$69,900.00.

Mr. Davis reviewed in detail the attached question and answers, the definition of Market Value, what is meant by a "Comparable Sale", how the revaluation program works, when it will begin and end, what is expected of the property owners, that photographs of every home will be taken, what the data collectors look for and what happens if the property owner is not at home when the data collector visits. Mr. Davis reported that the data collectors are not responsible to inform the property owners what their new assessment is. All of this information is available on the Borough's website. Mr. Davis will keep Council apprised of this issue.

Public safety Issues: Mr. Cesaretti

Review of "Draft" Stop sign ordinances

Mr. Cesaretti reported that our Solicitor prepared 3 draft Ordinances regarding stop signs. The first draft ordinance to be reviewed pertains to the possible placement of 4 way stop signs (there are already two way stop signs) on Fourth Street at Lippincott, Thomas and Linden Avenues. The second draft ordinance is for the possible placement of two way stop signs on Carriage House Lane at Penn, Lippincott, Thomas, Linden & Morgan and at Penn & Bank, Lippincott and Bank, Thomas & Bank and Linden and Bank Avenue. The third Ordinance is for the possible placement of a 3 way stop sign at Thomas and Park.

Mr. Kinzler stated that there is already a bump in the road that sort of serves as a stop sign at Lippincott and Fourth. Mr. Kinzler stated that people do not stop now at the

stop signs at this location. Mr. Kinzler asked what problem we are trying to fix by having these additional stop sign ordinances. Mr. Cesaretti state that it will make people come to a complete stop and gives the police better enforcement capabilities. Mr. Reed raised strong concern about how we will pay for all of these stop signs and polls. Mr. Gunn reported that approval from the Department of Transportation (DOT) would be required for the 3 way stop sign at Park & Thomas because those two streets are not totally self-contained-they lead into Cinnaminson Township. Although formal DOT approval is not required under Statute for the other locations, we still would need a certification from our Borough Engineer that the erection of signs has been approved, that after he concludes an investigation that the placement of these signs will be in the interest of safety and the expedition of traffic. Discussion and debate ensued on all of the above. Concern was raised as to how much our Engineer would charge for the certifications(s). A suggestion was made that some of these stop signs be listed in the Borough's Safe Routes to Schools application to determine if we could receive grant funding to proceed. It was the consensus of Council to table these ordinances until next week's meeting to determine how much the Engineer would charge. The Solicitor commented he would also review these proposed Ordinances with the DOT to determine what other requirements would be necessary.

Appointing an emergency Management Coordinator. Mr. Cesaretti reported that we have received notification from Kevin Tuno, Coordinator, Burlington County Emergency Management of the necessity to appoint a person to this position. Scott Reed has been serving on an interim basis. Mr. Cesaretti explained that the Borough's Operations Plan has lapsed as of September 30, 2007. Without an approved plan, we will no longer be eligible for any grants through Emergency Management. Mr. Cesaretti reported that it is also a requirement that a resident of Riverton serve as our Coordinator. The Coordinator must also successfully complete the approved courses within one year of appointment. Mr. Cesaretti reported that we have one candidate who is interested in serving; however, he is requesting a salary of \$3,500.00 per annum. The demands of this position are making it difficult to recruit a volunteer to serve in this capacity. A discussion then ensued regarding this issue and the Borough's monetary constraints. It was the consensus that Mr. Cesaretti approach the County about considering some type of shared service agreement with another Municipality (Palmyra) to help with the position's requirements and defray some of the costs involved. Mr. Cesaretti will talk to Mr. Tuno and report back to Council.

Including the traffic committee with the parking committee

Mr. Cesaretti recommended that he would like to incorporate these two committees into one. He believes it will be most helpful and beneficial to do this. Council concurred with this suggestion.

Public Works/Sewer/Grants/Shared Services: Mr. Smyth

Review of bids received for Sludge removal. Mr. Smyth reported that three bids were received, opened and publicly read on March 26, 2008. The bidders were **McGovern Environmental, LLC \$125,905.00 (\$0.0745/gallon), Freehold Cartage, Inc. \$156,156.60 (\$0.0924/gallon), Russell Reid Co. \$160,043.60 (\$0.0947/gallon.** Mr. Smyth reported that our Engineer is recommending that Council award this contract to McGovern Environmental, LLC. Mr. Gunn reported that he has reviewed the bid received from McGovern Environmental and everything is in order.

RESOLUTION 33-08

A RESOLUTION OF THE BOROUGH OF RIVERTON AUTHORIZING THE AWARD OF CONTRACT FOR THE DISPOSAL OF WASTEWATER SLUDGE FROM JULY 1, 2008 THROUGH DECEMBER 31, 2010 TO MCGOVERN ENVIRONMENTAL, LLC IN THE AMOUNT OF \$125,905.00 (BASED ON A UNIT PRICE OF \$0.0745 PER GALLON) (IN FULL IN RESOLUTION BOOK)

The above Resolution was read by title only by Mr. Smyth, who moved for its adoption. This was seconded by Ms. Cairns Wells. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairn Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

RESOLUTION 34-08

A RESOLUTION AUTHORIZING LAND ENGINEERING TO ADVERTISE FOR BIDS FOR THE MORGAN AVENUE ROADWAY IMPROVEMENT IN CONJUNCTION WITH THE BOROUGH OF PALMYRA (IN FULL IN RESOLUTION BOOK)

The above Resolution was read by title only by Mr. Smyth, who moved for its adoption. This was seconded by Mr. Brown. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

Update re: 7th Street project. Mr. Smyth reported that we have received notification of a certification from Remington, Vernick & Arango for an emergency change order for this project. The change order increases the value of the contract. The increase is below the total allotment provided by the Department of Transportation (\$150,000.00); however, it is above the 20% change order limit, (the increase is 24%). When a contract amount exceeds the 20% limit a certification must be provided. Mr. Smyth further stated that there are certain rules and guidelines required by DOT that must also be followed to create a change order. Detailed information is on file with the Municipal Clerk. Mr. Reed reported that during construction, at the intersection at Lippincott and 7th Street, it was revealed that additional grade changes were required to insure proper drainage. These changes in grade required that the handicap ramps at the intersection and the curbs extending from the intersection would need to be replaced and reset to new elevations. Mr. Reed stated that the work has already been done; however, he believes these issues should have been addressed by the Engineer during the specification process. Mr. Smyth cautioned that DOT needs to review and approve the change order. Concern was raised as to what happens if they don't. Solicitor Gunn recommended that Council review all of the documentation presented tonight, and that Council should consider a Resolution at next week's meeting to approve the change order. Council concurred with Mr. Gunn.

Update Re: Fulton Street. The Clerk and the Public Works Manager reported that the balance due from the New Jersey Department of Transportation's grant money for this project is \$37,500.00. Our records indicate that the Engineer for this project, Remington, Vernick & Arango submitted the required documents to DOT for processing the final reimbursement of state funds in January, 2008.

The Clerk reported that Council had approved Change Order No. 1 for this project, by Resolution, on September 6, 2006. Four copies of the original signed change order were also properly executed by the Mayor. The Clerk forwarded the Resolution

and the 4 copies of the change order to Mr. Arango on September 19, 2006. On March 26, 2008 the Clerk reported that we received notification from Mr. Arango that four (4) signed copies of Change Order No. 1 needed to be executed and returned to his office. The Clerk informed Mr. Arango that this change order had been approved on September 6, 2006 and forwarded to him on September 19, 2006. Mr. Arango was unable to locate the documents. The Clerk reported that upon review of the packet of information his firm sent to the State for reimbursement, she discovered that they had included a copy of Change Order No 1 approved by him but not signed by Mayor Martin. This has prevented the Borough from reimbursement in a timely manner. Mr. Arango has indicated that the Borough would have to submit another executed change order so that they can forward it onto the State for processing. Both the Clerk and the Public Works Manager expressed their displeasure with the handling of this matter by our Engineer. Mr. Smyth commented that he thought we should meet with Mr. Arango so that he is aware of our dissatisfaction with this issue as well as the change order request for the 7th street project. Council concurred. The Clerk asked Council to make a motion to approve change order No 1, once again, for the Fulton Street project. Ms. Cairns moved that Change Order No. 1 be approved, properly executed and re-submitted to Mr. Arango's office for submission to the State. This was seconded by Mr. Smyth. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

RESOLUTION 35-08

A RESOLUTION AUTHORIZING THE BOROUGH OF RIVERTON TO EXECUTE AN AGREEMENT WITH BURLINGTON COUNTY FOR COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT ACT OF 1974

(IN FULL IN RESOLUTION BOOK)

The above Resolution was read by title only by Mr. Smyth, who moved for its adoption. This was seconded by Mr. Cesaretti. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

Possible grant applications: Centers of Place & Safe Streets to Transit

Mr. Smyth announced that applications will now be accepted for the above referenced grants. The due date for on line submission is on or before June 20, 2008. Mr. Smyth will confer with the Bridge Commission to determine if they will assist us with the grant applications at no charge. Council will be kept informed.

RESOLUTION 36-08

A RESOLUTION REQUESTING TO BE CONSIDERED A CLASSIC TOWN OF GREATER PHILADELPHIA

(IN FULL IN RESOLUTION BOOK)

The above Resolution was read by title only by Mr. Smyth, who moved for its adoption. This was seconded by Ms. Cairns Wells. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

Meeting open to the public-There was no public comment at this time.

Update Re: Request from Signature Information Solutions to receive real estate information from the Borough electronically-Mr. Gunn

Mr. Gunn reported that at Council's request, he has asked this company to pay a fee of \$1,000.00 instead of the \$200.00 they have indicated they would pay to have this information transmitted electronically on a weekly basis. Mr. Gunn stated that the company is basing their charge on how many line items Riverton has (approximately 967) They presently pay North Hanover Township \$200.00 for approximately 1000 line items. After a short discussion, it was the consensus that the Solicitor should make another attempt to secure additional fees from this company before a decision is reached.

Review of letter from the Prosecutor's Office Re: Open Public Meetings Act Compliance-Mr. Gunn

Mr. Gunn reviewed the statutory requirements pertaining to the Open Public Meetings Act (OPMA). Mr. Gunn stated that while Council is in compliance with the OPMA requirements, he wanted the Governing Body to be fully aware that the Burlington County Prosecutor's Office is empowered to investigate complaints regarding alleged violations of the Open Public Meetings Act.

**PROCLAMATION-ARBOR DAY CELEBRATION
(IN FULL IN RESOLUTION BOOK)**

The above Proclamation was read in full by Mayor Martin.

RESOLUTION 37-08

**A RESOLUTION PERMITTING THE EXCLUSION OF THE PUBLIC FROM A MEETING IN CERTAIN CIRCUMSTANCES PER SECTION 8 OF THE OPEN PUBLIC MEETINGS ACT C.231 P.L. 1975
(IN FULL IN RESOLUTION BOOK)**

The above Resolution was read by Mr. Cesaretti, who moved for its adoption. This was seconded by Mr. Brown. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye. It should be noted that Contract Negotiations (Police) will be discussed.

At this time Mr. Brown moved that we return to public session. This was seconded by Mr. Cesaretti. A poll vote was then taken. Dr. Daniel absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Cesaretti aye.

There being no further business to discuss, Mr. Brown moved that the meeting be adjourned. This was seconded by Mr. Cesaretti, with all present voting in the affirmative.

Mary Longbottom, RMC
Municipal Clerk