

February 2, 2011

The regular meeting of the Riverton Borough Council was held on the above date.
Mayor Martin presiding.

PRESENT: Council members Brown, Cairns Wells, Smyth, Kinzler (arrived at 7:33pm),
Myers (arrived at 7:45pm) and Solicitor Bruce M. Gunn

ABSENT: Council member Katella

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 notification of all meetings to be held in 2011 published in the
Burlington County Times on December 30, 2010
- (b) Posting written notice on the official bulletin board on January 3, 2011

The open session minutes from January 5 and January 12 and the closed session
minutes from January 12 were then presented. Mr. Brown moved that these minutes be
approved as submitted. This was seconded by Mr. Smyth. A poll vote was then taken.
Mr. Katella absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler
absent and Mr. Myers absent.

FINANCIAL ITEMS: Mr. Kinzler

UPDATE ON 2011 BUDGET

Mr. Kinzler reported that right now we are looking at a 1.5% expense increase.
The revenue side will need to be reviewed by Council. Mr. Kinzler reported that he has
also layered in the police contact numbers into the budget. Mr. Kinzler reported that he
has received information from our Auditor regarding our fund balance which he will be
addressing. Mr. Kinzler commented that he thought we would be in a nice position in
terms of our fund balance. Last year we kept the taxes flat by utilizing the fund balance.
We might need to consider that option this year. Mr. Kinzler stated that he would
distribute a draft budget to Council and our auditor. Mr. Kinzler stated that we are still
waiting to hear about the State Aid allocations before we have a full budget review
session with our Auditor. Council will be kept apprised of this issue.

TREASURER'S, FINANCE REPORT & BILL LIST FOR APPROVAL

Mr. Kinzler moved that the attached bill list for the month of January be approved
as submitted. This was seconded by Mr. Brown. A poll vote was then taken. Mr.
Katella absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye
and Mr. Myers absent. The Treasurer reported that the bank statements have not been
received and that is why there was no Treasurer's Report or Finance Report.

RESOLUTION 20-11

TRANSFER RESOLUTION

(IN FULL IN RESOLUTION BOOK)

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

MEETING OPEN TO THE PUBLIC-There was no public comment at this time

CORRESPONDENCE

REVIEW OF LETTERS RECEIVED FROM PALMYRA'S MAYOR PERTAINING TO THE POSSIBLE IDEA OF REVISITING A MERGER BETWEEN RIVERTON'S AND PALMYRA'S POLICE DEPARTMENTS

Mr. Brown stated that a police study was prepared by the Patriot Consulting Company for Cinnaminson, Palmyra and Riverton and completed in February of last year. Mr. Brown provided an overview of the process of how the study was conducted.

Mr. Brown stated that the study found that regionalization would not be feasible at this time. The recommendations were based on the following three considerations: lack of financial benefit, lack of operational benefit and the unpredictable operations and challenges. Mr. Brown stated that the study indicated that one of the obstacles presented for shared services is the uncertain nature of the redevelopment plans in Palmyra.

Mr. Brown reported that all of the police officers were interviewed in all of the towns. Mr. Brown reported that the Riverton Police Department was of the opinion that our residents would not get the personalized service that many are accustomed to already. Mr. Kinzler stated that one of the goals in considering a merger would be to have had a meaningful financial impact, which the study concluded was not there.

Ms. Cairns Wells stated that Mayor Gural's letter referenced that if a merger were to take place, Palmyra would be able to accommodate all of our present officers. However, Ms. Cairns Wells stated that she didn't see where the cost savings would be to Riverton by doing this, given the costs of the officer's salaries, benefits, etc. Ms. Cairns Wells referenced the police study which stated that there was no economic benefit to a merger. Ms. Cairns feels we would lose all control by merging. It would not be our Police Department and we would have not a say.

Mr. Smyth stated that when a police department merger is decided you would enter into a multi year contract with the lead town. Sometimes, as the costs go up in the lead town, the contract changes and it could cost a lot more depending on their crime statistics, redevelopment expansion, etc. Mr. Smyth believes it is a big financial risk.

After additional discussion, it was the consensus of Council that we would not be interested in re opening the police department merger discussions with Palmyra at this time. It was also the consensus of Council that the Public Safety Committee should draft a response to Palmyra's Mayor. The letter is to be reviewed by the Governing Body prior to it being forwarded onto him.

Andrew Johnson thanked Council for their decision not to consider a merger with Palmyra.

COMMITTEE REPORTS

PUBLIC SAFETY/CODE ENFORCEMENT/COURT-Mr. Brown

Officer in Charge, John Shaw read a report for the month of January 2011. Vehicle Mileage 1385, Juvenile Arrests 0, Adult Arrests 10 (Contempt 9 and DUI 1), Motor Vehicle Accidents 4, Motor Vehicle Stops 40, Motor Vehicle Warnings 12, Motor Vehicle Summonses (Riverton) 28, Alarms 12, Assistance to Other Agencies 26, Animal Complaints 5, Fire Calls 9, EMS Calls 36, Unattended Deaths 1, Criminal Cases 19, Incidents 222, Domestic 6, Thefts 3, Burglaries 0, Assaults 0, Sexual Assaults 0, Criminal Mischief 1, Robberies 0, Miscellaneous Calls 193, Total calls Dispatched 315, Incidents 222 and Quick Calls 93.

Mr. Brown reported that we received 11 resumes for the Special Officer, Class II positions. Interviews were held and background checks are being done. As soon as this process is completed a recommendation will be made to Council.

Regarding Code Enforcement, Mr. Brown asked the Solicitor to update Council on the violations at 207 Bank Avenue (owned by Tom Dolecky). Mr. Gunn responded that the Court has given Mr. Dolecky 60 days from January 7, 2011 to complete the repairs as set forth in the engineer's report. Mr. Gunn will keep Council apprised of this issue.

Mr. Gunn reported that he would be forwarding a copy of a court order which amends the judgment against the owners of 622 Thomas Avenue to include the costs of the demolition. Any purchaser of this property should be aware of the lien which will be recorded on a statewide basis.

RESOLUTION 21-11
A RESOLUTION AUTHORIZING AERIAL LARVAL/ADULT MOSQUITO
CONTROL ACTIVITIES OVER THE BOROUGH OF RIVERTON
DURING 2011
(IN FULL IN RESOLUTION BOOK)

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

RESOLUTION 22-11
A RESOLUTION AMENDING RESOLUTION 19-11 RELATIVE TO THE 2011
COMPENSATION FOR GREGORY WILLIS
(IN FULL IN RESOLUTION BOOK)

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

STREETS/SEWER/ECON. DEV/SHARED SERVICES-Mr. Smyth
ANNOUNCEMENT OF MUNICIPAL AID GRANT RECEIVED FOR ROAD
IMPROVEMENTS

Mr. Smyth reported that we received written notification that the Borough was selected to receive a \$175,000.00 grant from the Department of Transportation's Municipal Aid program. Mr. Smyth stated that the Borough's submitted application for this grant included the following roads for overlaying and milling: South Broad Street from Elm Terrace to Thomas Avenue, Cinnaminson Street from Broad Street to Fifth Street, Bank Avenue from Morgan Avenue to Howard Street and Highway Avenue from Thomas Avenue to Main Street.

Mr. Smyth reported that Hutchison Mechanical still has not given us the results of their Energy Audits (no charge) that were done at the municipal building and at the public works department. Once received, this will show us the recommended cost estimates to do the improvements at these locations. After that we could ask the school to do an energy audit (at not cost) and if there is additional money from these grants that we will not utilize, we could offer funding to the school for proposed improvements there. Council will be kept informed.

RESOLUTION 23-11

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A SOLID WASTE CONTRACT WITH THE BURLINGTON COUNTY FREEHOLDERS FOR THE CONTINUATION OF RECYCLING AND SOLID WASTE DISPOSAL SERVICES FOR THE CALENDAR YEAR 2011 (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. Myers. A poll vote was then taken. Mr. Katella absent, Mr. Brown aye, Ms. Cairns Wells aye, Mr. Smyth aye, Mr. Kinzler aye and Mr. Myers aye.

Mr. Smyth reported that a letter was received from the residents of the 600 block of Thomas thanking the Public Works Department for the great job they did removing the snow during the recent storms. Mayor Martin commented that we also received a letter from Gloria Moorhouse thanking the Public Works Department for all their efforts.

PLANNING/REDEVELOPMENT/SCHOOL- Ms. Cairns Wells

Mr. Cairns Wells reported that the Planning Board held their reorganization meeting last month. Ms. Cairns Wells reported that the Board has not chosen an Engineer at this time. The Board had a few issues with their current Engineering firm (Stout & Caldwell) and they are looking at proposals from other firms to consider.

Regarding the COAH issue, Ms. Cairns Wells reported that we have not received any direction from the State on how to proceed. It is a wait and see issue.

Ms. Cairns Wells was just informed by the school that they are planning to re-landscape (ecologically) around the school building. The cost estimate is almost \$7,300.00 and the school is hoping to get a lot of donations to defray the costs. Ms. Cairns Wells did raise concern over ripping out everything that is presently there. Ms. Cairns Wells stated that she needs to find out more information regarding this issue.

Mayor Martin commented that the possible elimination of the Architectural Review Committee (ARC) had been discussed by Council and the Planning Board. The consensus of both was to keep the ARC. Mayor Martin has talked to Hank Croft a member, and he is willing to continue serving on this committee. However, Mr. Croft made a recommendation to only hold ARC meetings on an as needed basis and not once a month. Ms. Cairns Wells stated that the Planning Board would be reviewing our present ordinance pertaining to the ARC for possible recommended changes.

SHADE TREE/PARK& RECREATION-Mr. Myers

Mr. Myers reported that Land Engineering is preparing the specifications for the park upgrades and will be forwarding them onto our Solicitor for his review and approval before they advertise for the receipt of bids.

ZONING/BD OF HEALTH/ENVIRONMENTAL-Mr. Katella

In Mr. Katella's absence, Ms. Cairns Wells reported that the Zoning Board's 2011 budget request has been revised and will be reviewed during the budget process.

Ms. Cairns Wells reported that last year the Board was asked to hear an interpretation regarding the property located at 408 Main Street. At this point no escrow monies can be collected for an issue of this type. Ms. Cairns Wells reported that there was a lot of review that had to be done by the Board's attorney, etc. that had to be paid directly from the Zoning Board's budget. Ms. Cairns Wells reported that the Board would be reviewing whether situations of this type should require escrow charges. Ms.

Cairns Wells reported that our present zoning ordinance would have to be amended to reflect any changes. Council will be kept apprised of this issue.

OLD BUSINESS-NONE

NEW BUSINESS

**ADMINISTRATIVE PROCEDURAL POLICY REQUESTS-Ms. Cairns Wells
COVERAGE FOR BOROUGH OFFICES**

Ms. Cairns Wells reported that the Clerk and Treasurer have asked for a policy to be implemented should there be no coverage for the Borough Offices on a given day. Ms. Cairns Wells reminded Council that they are the only full-time people in the office, and that while this situation has never come up, it is important to have a policy in place to address it. After a short discussion, it was the consensus of Council that should an emergent situation arise where there would be no coverage on a given day, that Borough Offices would be closed.

**COMPLIANCE WITH STATE'S RECORDS RETENTION SCHEDULE
PERTAINING TO COUNCIL TAPE RECORDINGS**

The Clerk reported that there has been an unwritten policy to retain the tape recordings of the council meetings indefinitely. The Clerk reported that the State's records retention schedules permits us to hold onto these tapes for 80 days or until the minutes are approved, whichever is later. The Clerk reported that a large percentage of the tapes being retained are virtually worthless because the equipment that we've utilized in the past (court equipment) we no longer have to play them back. The Clerk is looking for some guidance from Council as to how best to proceed. The Clerk stated that space is also an issue here regarding the retention of all of these tapes. After a short discussion, it was the consensus of Council to keep them for one year and then make the request to the State to destroy them.

RESOLUTION 24-11

**A RESOLUTION AUTHORIZING THE DESTRUCTION OF AUDIO TAPES OF
BOROUGH COUNCIL MEETINGS AFTER ONE YEAR
(IN FULL IN RESOLUTION BOOK)**

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

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



Mary Longbottom, RMC
Municipal Clerk