

April 10, 2013

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

PRESENT: Council members Azelby, Creighton, Cairns Wells, Corbi and Solicitor Bruce M. Gunn

ABSENT: Council members Kinzler and Myers

The following statement was read by Mayor Brown:

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 2013 published in the Burlington County Times on December 28, 2012
- (b) Forwarding written notification of the 2013 meeting schedule to the Courier Post for informational purposes only on January 3, 2013
- (c) Posting written notice on the official bulletin board on January 2, 2013

The minutes from March 6 and March 13 were then presented. Mr. Creighton moved that these minutes be approved as submitted. This was seconded by Ms. Azelby. A poll vote was then taken. Ms. Azelby aye, Mr. Creighton aye, Ms. Cairns Wells aye, Mr. Corbi aye, Mr. Kinzler absent and Mr. Myers absent.

PROCEDURAL/FINANCIAL REPORT FROM REPRESENTATIVES (AMANDA BOULTON AND TRACY FOEDISCH) OF THE 4TH OF JULY COMMITTEE

Ms. Boulton distributed a summary of the Committee's Income/Expenses and the latest bank statement for Council's review. A copy is on file with the Municipal Clerk. Ms. Boulton, who is the Treasurer of the Committee, reported that last year they were close to spending what was brought in, but that they have a nice cushion in case there is a year where they don't get quite what is anticipated. Ms. Boulton explained that when checks come in they go to the sub committee chairperson who takes whatever information they need from the check, totals it up in batches and then gives it to Ms. Boulton. Ms. Boulton stated that someone has already counted it once, Ms. Boulton counts it a second time and then she makes the deposit. The sub committee chair people all get detailed reports periodically to make sure their records are in sync with Ms. Boulton's. As far as expenses go, there is a reimbursement form; a receipt is required for everything that is spent. Ms. Boulton writes out all of the checks but she has no signature authority over the account. She is the only person putting money into the account-she writes the checks but she cannot sign them. Two signers are required on all checks written. There are three committee members who can sign the checks. Ms. Foedisch stated that the two signature requirement is written right on the check.

Ms. Foedisch announced that the downhill race for this year has been moved to Linden Avenue. Due to the anticipated construction of the grandstand project, which will impact certain areas of the park, Ms. Foedisch raised concern over the availability of electricity in the park for the events scheduled. This issue needs to be resolved as soon as possible.

FINANCIAL ITEMS: Ms. Cairns Wells

TREASURER'S, FINANCE REPORT & BILL LIST FOR APPROVAL

Ms. Cairns Wells moved that the attached reports for the month of March be approved as submitted. This was seconded by Mr. Corbi. A poll vote was then taken.

Ms. Azelby aye, Mr. Creighton aye Ms. Cairns Wells aye, Mr. Corbi aye, Mr. Kinzler absent and Mr. Myers absent.

RESOLUTION 40-2013

**A RESOLUTION PERTAINING TO THE 2012 AUDIT REPORT
(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 Ms. Azelby. A poll vote was then taken. Ms. Azelby aye, Mr. Creighton aye, Ms. Cairns Wells aye, Mr. Corbi aye, Mr. Kinzler absent and Mr. Myers absent.

ORDINANCE 5-2013

A BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS OF THE BOROUGH OF RIVERTON, IN THE COUNTY OF BURLINGTON AND STATE OF NEW JERSEY APPROPRIATING THE AGGREGATE AMOUNT OF \$63,000 THEREFOR, INCLUDING \$324.31 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES, CANCELLING \$38,653.88 UNFUNDED BALANCES AND AUTHORIZING THE ISSUANCE OF \$57,475 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF

The above Bond Ordinance was read by title only for the first time by Ms. Cairns Wells, who moved for its adoption. This was seconded by Mr. Creighton. Ms. Cairns Wells explained that this Ordinance provides for the purchase of a loader bucket, improvements and upgrades to the wastewater treatment tank, acquisition of equipment for the Public Works Department and acquisition of equipment for the Police Department. These four items total \$63,000.00. Ms. Cairns Wells further explained that this Ordinance also provides for the cancellation of \$38,478.88 originally set aside for the purchase and/or renovation to the Municipal Facility from 2002, the cancellation of \$437.00 from the purchase of a police vehicle from 2010 and the cancellation of \$1,738.00 for the purchase of a salt spreader from 2011. A poll vote was then taken. Ms. Azelby aye, Mr. Creighton aye, Ms. Cairns Wells aye, Mr. Corbi aye, Mr. Kinzler absent and Mr. Myers absent. Second reading and a public hearing on this Ordinance is scheduled for May 8, 2013.

MEETING OPEN TO THE PUBLIC

Gene Bandine of the Shade Tree Board does not like the decision Council made to remove the two trees that were planted at the Broad & Main location (County Road). He believes it was a hasty decision and that no research was done on it. Mr. Bandine is of the opinion that the Shade Tree Board should have been consulted. The Public Works Manager reported that he conferred with a representative from the County Highway/Safety Department about this issue and he agreed that the trees shouldn't have been placed at this location originally for safety reasons. Any tree planted on a County road must have written permission first. We would then be liable for any trees we would plant along a County Road. Mr. Creighton informed Mr. Bandine that Council does not report to the Shade Tree Board, the Board reports to Council. Mr. Creighton stated that the Shade Tree Board should not be planting trees in a sensitive area without consulting Council first. This was not done in this case. Mayor Brown commented that everyone appreciates all that the Shade Tree Board does for our community. Mayor Brown stated

that he believes that the Board has a tendency not to follow procedures or the decisions of Council and that this cannot continue.

COMMITTEE REPORTS

PUBLIC SAFETY/CODE ENFORCEMENT/COURT-Ms. Cairns Wells

Chief Shaw read the following report for the month of March. Vehicle Mileage 1826, Juvenile Arrests 0, Adult Arrests 4 (Contempt 3 and Unlawful Taking 1) Motor Vehicle Accidents 0, Motor Vehicle Stops 65, Motor Vehicle Warnings 26, Motor Vehicle Summonses 39 (all Riverton), Alarms 11, Assistance to Other Agencies 13, Animal Complaints 5, Fire Calls 2, EMS Calls 24, Unattended Deaths 0, Criminal Cases 7, Incidents 247, Domestic Violence 2, Thefts 3 (Identity 1, Motor Vehicle Theft 1 and Unlawful Taking 1), Burglaries 0, Assaults 1, Sexual Assaults 0, Criminal Mischief 0, Robberies 0, Miscellaneous Calls 161, Total Calls Dispatched 408, Incidents 247 and Quick Calls 161.

Ms. Cairns Wells read a report for the month of March that was submitted by Deputy Fire Chief, Robert Yearly. Fire Calls for the month 15, Drills 3, Calls in Town 7 and Calls out of town 8.

Ms. Cairns Wells reported that she will be meeting with our Code Enforcement Officer to review both the new Vacant/Abandoned Property Ordinance as well as the Vacant Property Registration Application to make sure that all procedures will be properly implemented.

Ms. Cairns Wells reported that we have placed ads for a new police officer and the response has been good. It is not anticipated that any recommendation will be made to Council before May or June.

RESOLUTION 41-2013

A RESOLUTION APPOINTING A VIOLATIONS CLERK FOR MUNICIPAL COURT (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 Ms. Azelby. A poll vote was then taken. Ms. Azelby aye, Mr. Creighton aye, Ms. Cairns Wells aye, Mr. Corbi aye Mr. Kinzler absent and Mr. Myers absent.

STREETS/SEWER, RECYCLING-Mr. Myers

RESOLUTION 42-2013

RECYCLING TONNAGE GRANT APPLICATION (IN FULL IN RESOLUTION BOOK)

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

PLANNING/REDEVELOPMENT/ENVIRONMENTAL-Mr. Corbi

Mr. Corbi reported that the Planning Board appointed William Kirchner of Environmental Resolutions as the Board's Engineer on an as needed basis.

SHADE TREE/PARK-Mr. Creighton

Mr. Creighton reviewed information and quotes with Council that he has collected regarding possible selections of the player's benches for the new grandstand. After some discussion, it was the consensus that aluminum benches should be the choice.

Mr. Creighton reported that he recently met with Barry Emens, Shade Tree Board Chair, who informed him that they are already out of money for 2013. Mr. Emens inquired if there is any way we can get more money for them. Mr. Emens believes that the contract for all the tree removals this year (\$26,999.00) took up a huge chunk of their budget. Mr. Emens also feels that both the clean up costs from the hurricane as well as money spent on planting (\$5,000.00) impacted their budget.

Ms. Cairns Wells reported that Mr. Emens met with the Finance Committee back in December to review his budget request for 2013. It was known at that time what the amount would be for the tree removals this year. Mr. Emens was informed by the Finance Committee to manage his budget so that he would have enough money at the end of the year. Mr. Creighton stated that the money collected in Shade Tree donations was used for buying and planting of trees. Both Mayor Brown and Ms. Cairns Wells stated that this is poor management. Ms. Azelby stated that it is our responsibility to make sure this is done accurately. We need to add more layers of review into this process. A discussion ensued. Mayor Brown stated that this issue has nothing to do with Mr. Emens' expertise but rather with the control and management of his budget. Ms. Cairns Wells stated that work orders must be submitted to Mr. Creighton (or any other Shade Tree Council committee member) which need to be reviewed before the work happens. Mr. Emens cannot commit funds and buy anything unless it is cleared with Mr. Creighton first.

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

The above Proclamation was read in full by Mr. Creighton.

Regarding the push button issue for the crossings in Riverton, Mr. Creighton was informed by a resident that these were put into the original specifications and paid for as part of the light rail project. He understands that they were pulled out because they couldn't get them to sink properly. Ms. Cairns Wells stated that because traffic along Broad Street was incredibly backed up when they were originally operational we asked them to be deactivated. We wanted to lights on Broad Street to blink yellow to allow for a flow of traffic. Mayor Brown commented that he is still waiting for a response from the Supervising Engineer for the New Jersey Department of Transportation requesting that a diagnostic team meeting be convened to discuss the need for a push button type operation for the traffic signal at the intersection of Broad & Cedar. Council will be kept apprised of this situation.

Mr. Creighton reported that a resident has asked that Council consider the placement of a skate park in the Borough. This issue was taken under advisement by Borough Council.

ECONOMIC DEVELOPMENT/SCHOOL/BOARD OF HEALTH- Ms. Azelby

Ms. Azelby reported that the school budget was approved by the Board of Education on March 26. Questions from the public were asked as to how much is paid to Palmyra for high school tuition purposes. The response is \$12,694.00 to date for each student and \$16,335.00 per special education student. This figure can change dependent on the number of students who attend Palmyra High School after graduating from Riverton. Ms. Azelby also reported that the School Board is working on new items for the 4th grade playground area.

Ms. Azelby reported that ID's for the Board of Health members would be handled through Deputy Fire Chief Robert Yearly. Chief Shaw asked that the person or persons from the Board of Health going out to follow up on complaints should stop by to see him to review how this should be handled.

Regarding Economic Development, Ms. Azelby reported that Riverton's representatives to the River Route Advisory Committee would be providing Council with a report in the near future.

GROUNDBREAKING CEREMONY FOR THE GRANDSTAND PROJECT

Mr. Creighton reported that this event will be held at the park this Saturday at 8:45am. This coincides with the opening of the baseball season.

Ms. Cairns Wells reported that she received information from the Pal/Riv baseball league indicating that they want to hold a clinic in the park. Ms. Cairns Wells reported that this clinic is at the same time as the scheduled camp to be held this summer in the park. Mr. Creighton stated that he would take care of this issue.

CLERK AND SOLICITOR'S REPORT

The Clerk reported that the 2013 Borough Directory and new Recycling Brochures will be delivered to all residents along with the 4th of July Committee's Dear Neighbor letter shortly. The Clerk reminded Council that the 2013 Financial Disclosure forms will have to be submitted electronically this year. We are still waiting for detailed information from the State on how this will be handled.

Mr. Gunn reported that he is reviewing the grandstand contract. Mr. Gunn received Comcast's application for renewal today. The Clerk reported that we have already contacted them to set up preliminary meetings.

SHADE TREE CONTRACTOR'S BILLS

Mr. Creighton stated that he has some questions about these bills that he would like to review prior to payment. The Treasurer stated that Council has approved these bills for payment earlier this evening. If Council wants to remove them from the bill list, they need to do a Resolution to do so.

RESOLUTION 43-2013

A RESOLUTION TO REMOVE BILLS FROM THE PAUL MAY TREE SERVICE IN THE AMOUNT OF \$12,075.00 FROM THE APPROVED BILL LIST FOR PAYMENT THIS MONTH (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 Ms. Azelby. Ms. Cairns Wells commented that this was being done so that Mr. Creighton could do a more thorough review of these bills prior to payment being authorized. A poll vote was then taken. Ms. Azelby aye, Mr. Creighton aye, Ms. Cairns Wells aye, Mr. Corbi aye, Mr. Kinzler absent and Mr. Myers absent.

ANNOUNCEMENTS

Mayor Brown announced that the Riverton Improvement Association's Clean-Up Day will be held on April 27, 2013. Treasure Day will be held on May 11. Ms. Cairns Wells stated that the Library's cocktail party (fundraiser) will be held on April 20 at the Bank on Main. Chief Shaw reported that the Unity Tour (bike officers) will be going through town on May 9 stopping at the Whitelock memorial.

There being no further business to discuss Mr. Creighton 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