

February 4, 2015

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

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

ABSENT: Council member Kinzler

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 2015 published in the Burlington County Times on December 28, 2014
- (b) Forwarding written notification of the 2015 meeting schedule to the Courier Post for informational purposes only on January 6, 2015
- (c) Posting written notice on the official bulletin board on January 5, 2015

At this time Municipal Clerk, Mary Longbottom and Treasurer Betty Boyle announced their intent to retire effective August 1, 2015.

DISCUSSION ITEMS:

UPDATE ON THE BID RECEIVED FOR SHADE TREE SERVICES FOR 2015-2016

Solicitor Bruce Gunn reported that he received additional information from the sole bidder confirming that the Certified Tree Expert listed in their submitted specifications is an employee of this company. It was also determined that one of the minority owners is a Certified Arborist from the International Society of Arborists. Mr. Gunn reported that the bidder has complied with our specifications and that Council could consider awarding a contract to them. After some discussion it was the consensus of Council to agree to this. Council asked that the following wording be incorporated into this contract- that either party may terminate this agreement at an earlier date upon giving sixty (60) days written notice to the other party and that any recommendations from the contractor, including the status of a particular tree in the Borough, must be in writing to the Borough.

RESOLUTION 22-2015

**A RESOLUTION TO AWARD A CONTRACT TO GREENSCAPE LANDSCAPE CONTRACTOR, INC. FOR TREE SERVICES FOR 2015 AND 2016
(IN FULL IN RESOLUTION BOOK)**

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

NEW JERSEY AMERICAN WATER COMPANY'S STREET OPENING PERMIT REQUEST TO INSTALL NEW WATER MAINS ON BANK AVENUE

Council reviewed this request, which had been raised at the January 14th meeting. After much debate, it was the consensus of Council that a letter should be sent to the Water Company expressing Council's strong preference that this work commence after our annual 4th of July event. Council also asked that the following requests and concerns be included in this letter: the need for a written guarantee that the Water Company will

repave Bank Avenue after the project is completed, a written guarantee of the Water Company's strict adherence to the court mandated easement along Bank Avenue, which prohibits any expansion whatsoever along Bank Avenue, how the residents living along this roadway will be able to access their properties during this project, including what plans will be implemented should emergency vehicles need to access this roadway and the need for the Water Company to comply with any engineering permit requirements, including any performance and maintenance guaranties pursuant to Chapter 111 (Streets and Sidewalks) of the Borough's Code.

APPOINTMENTS OF ANIMAL CONTROL OFFICER AND PART-TIME ELECTRICAL SUB-CODE OFFICIAL

Ms. Cairns Wells asked that the Animal Control Officer appointment be deferred until next week's meeting. More information needs to be obtained. Council concurred.

Ms. Cairns Wells reported that two people applied for the Part-Time Electrical Sub-Code Official's job. One candidate withdrew, leaving Anthony Saccamanno. Ms. Cairns Wells provided an overview of Mr. Saccamanno's credentials and experience. Mr. Saccamanno holds the required license from the State for this position. Ms. Cairns Wells stated that her committee is recommending the hiring of Anthony Saccamanno. Ms. Cairns Wells reminded Council that we are currently using a third party agency (BIU) to provide the electrical inspections. Ms. Cairns Wells believes it would be prudent to have our own employee on board to do these inspections as well as being available during the requisite hours here at the Borough (Wednesdays 4-6) to provide service to our residents who are applying for electrical permits. After a short discussion, it was the consensus to agree to this appointment.

RESOLUTION 23-2015

A RESOLUTION APPOINTING ANTHONY SACCOMANNO AS THE PART-TIME ELECTRICAL SUB-CODE OFFICIAL FOR THE BOROUGH OF RIVERTON (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. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells aye, Ms. Azelby aye, Mr. Kinzler absent and Mr. Corbi aye.

UPDATE ON DEFERRED COMPENSATION PLAN

The Clerk reported that we received two responses to our Request for Proposals for a Deferred Compensation Plan. Both AXA and Nationwide made submissions. Mr. Gunn reported that that while he has reviewed them, he believes that these responses are not a legal area; therefore, he recommended that our Auditor be asked to review them and provide Council with input and a recommendation before a final decision is reached. The Clerk reported that our Auditor has been notified about this and is making arrangements to pick the responses up. Council will be kept apprised of this issue.

MEETING OPEN TO THE PUBLIC

Gene Bandine thanked the Public Works Department and Police Department for all they do.

RESOLUTION 24-2015
A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT
BETWEEN ROBERT SCIARROTTA AND DAVID ZAUN FOR THE
OPERATION OF THE 2015 RECREATION SUMMER DAY CAMP
(IN FULL IN RESOLUTION BOOK)

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

RESOLUTION 25-2015
A RESOLUTION AUTHORIZING AERIAL LARVAL/ADULT MOSQUITO
CONTROL ACTIVITIES OVER THE BOROUGH OF
RIVERTON DURING 2015
(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. Creighton. A poll vote was then taken. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells aye, Ms. Azelby aye, Mr. Kinzler absent and Mr. Corbi aye.

RESOLUTION 26-2015
A RESOLUTION APPOINTING COURT PERSONNEL
(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. Bianchini. A poll vote was then taken. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells aye, Ms. Azelby aye, Mr. Kinzler absent and Mr. Corbi aye.

MAYORAL APPOINTMENT TO THE ENVIRONMENTAL COMMISSION

Mayor Brown announced that he was appointing Kathryn Simon to serve on the Environmental Commission. Ms. Simon will be filling the unexpired term of Bennett Landsman, who recently resigned from the Commission. Ms. Simon's term of expiration will be December 31, 2017.

COMMITTEE REPORTS

SHADE TREE/ENVIRONMENTAL/ECONOMIC DEVELOPMENT-Mr. Bianchini

Mr. Bianchini reported that there was nothing new to report.

PARK/PLANNING BOARD-Mr. Creighton

Mr. Creighton reported that we would like to move forward with additional park improvements utilizing grant funding received from the County. We are looking at re-doing the tennis courts, resurfacing the two basketball courts and the inclusion of other options (not finalized yet) that will be listed as alternates in the specifications to the bidders. The Clerk reported that a letter still needs to be sent to the County requesting a change in the scope of work from the original applications submitted for Phase IV and V to include the tennis courts. The Clerk also reported that the County has indicated that grant money cannot be utilized for any potential improvements to the shed in the park nor in the area surrounding it. The County considers this to be a historic building and would not be covered by any grant money. Mr. Creighton reported that we are conferring with Alaimo Associates on how best to proceed with this project. A not to exceed cost

estimate for their engineering services for this proposed project still needs to be received and reviewed.

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

Ms. Cairns Wells reported that in last year's budget we placed money in the capital portion for the renovations to the Police Department office. The chief has been obtaining quotes from various contractors and we anticipate that the work would commence in March. It should take three weeks to a month to complete. The Chief provided Council with a detailed overview of what the renovations will entail. Chief Shaw reported that the officers will be processing their prisoners at Palmyra's Police Department during the project.

SCHOOL/BOARD OF HEALTH-Ms. Azelby

Ms. Azelby reported that she attended the recent Board of Health meeting. The Board is still in need of a new committee member to replace a person who recently resigned. The Board talked about the vacant property at 410 Main Street. The Chair will be contacting the County to find out who they have used in the past to clean up the interiors of properties. This information will be relayed to Ms. Cairns Wells. Ms. Cairns Wells commented that the mortgage company and servicing company for this vacant property have indicated in no uncertain terms, that they would not do anything to clean up the interior of this property. It was also referenced that Our Construction Official has cited the exterior of this property as being an unsafe structure. If the issues are not addressed within 30 thirty days, it will be turned over to our Solicitor to move forward with court proceedings.

Ms. Azelby reported that she will be working with her school committee to come up with criteria for the award that Council will be sponsoring for a Riverton School graduate. Council will be kept apprised of this issue.

STREETS/SEWER/RECYCLING-Mr. Corbi

Mr. Corbi reported that we took delivery of the trash truck from Cinnaminson yesterday. All of the street sweepings (approximately 500 tons) at the plant have now been removed. It cost us \$8,000.00. This is coming out of Clean Community Funds. Mr. Corbi reported that our Public Works Manager has suggested that we consider installing solar panels at the plant. This issue was taken under advisement by Council.

We received a preliminary report from Environmental Resolutions, the Engineer for the Elm Terrace project. It looks like the job will be coming in under budget, but the amount will need to be confirmed to Council in writing by the Engineer.

The agreement with Booth Mechanical for the sewer replacement on 2nd Street, between Cinnaminson and Howard Streets is being processed for the Mayor's signature. Required documentation still needs to be submitted prior to the commencement of this project. Mr. Corbi reported that we received 3 quotes from our engineering firms for their required monitoring and inspection of this project. T&M Associates quoted \$4,800.00, Alaimo quoted \$3,000.00 and Environmental Resolutions came in at a not to exceed price of \$2,500.00. Mr. Corbi explained that the engineers have indicated that they need to see the installation, the compaction of the area and the paving of the area. After some discussion, it was the consensus of Council to go with the Alaimo quote.

Mr. Corbi announced that we would be implementing a performance review policy for the public works employees.

At this time Chief Shaw announced that the interview process has commenced for a new police officer. He is hopeful that a recommendation will be made by the end of the month.

PRELIMINARY AGENDA FOR FEBRUARY 11

The Clerk reviewed this with the Governing Body.

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.

A handwritten signature in blue ink, appearing to read "Mary Longbottom".

Mary Longbottom, RMC
Municipal Clerk