

January 14, 2015

The regular meeting 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
- (c) Posting written notice on the official bulletin board on January 5, 2015

The minutes from December 10 were then presented. Mr. Corbi asked that his aye vote for the Treasurer's Report be changed to absent. He was not present at the December 10th meeting. The Clerk stated that this correction would be made prior to the placement of these minutes on the Borough's website. Mr. Creighton moved that these minutes be approved as amended. This was seconded by Ms. Azelby. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells aye, Ms. Azelby aye, Mr. Kinzler absent and Mr. Corbi aye.

ORDINANCE 13-2014

AN ORDINANCE AMENDING CHAPTER 22 OF THE RIVERTON BOROUGH CODE TO PROVIDE FOR APPLICATION FEES AND ESCROW AMOUNTS FOR REQUESTS FOR A ZONE CHANGE, CLASSIFICATION OF A DEVELOPMENT APPLICATION OR MASTER PLAN AMENDMENT AND TO REQUIRE NOTICE OF HEARINGS UNDER THESE PROVISIONS (IN FULL IN ORDINANCE BOOK)

The above Ordinance was read by title only for the second time by Mr. Creighton, who moved for its adoption. This was seconded by Ms. Cairns Wells. At this time, Mayor Brown opened this portion of the meeting to the public for any comment on this Ordinance. There being no comment, Mayor Brown closed this portion of the meeting to the public. 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.

TREASURER'S, FINANCE REPORT

Ms. Cairns Wells moved that the attached reports for December be approved as submitted. 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. It should be noted that Mr. Corbi asked that the bill list be presented later in the evening. He wanted to review the proposed payment for American Asphalt, the contractor for the Elm Terrace project.

RESOLUTION 17-2015 TRANSFER RESOLUTION (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.

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

BILL LIST FOR APPROVAL

Ms. Cairns Wells moved that the bill list for the month (including payment to American Asphalt) be approved as submitted. 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.

DISCUSSION ITEMS:

PROFESSIONAL SERVICE APPOINTMENTS FOR ENGINEERING, ANIMAL CONTROL AND HEARING OFFICER

Mr. Corbi reported that he has conferred with his committee on the Engineering appointments for 2015. The recommendation is to go with the following: Borough Engineer, Alamo Associates, Streets and Roads Engineer Alamo Associates, Environmental Engineer Alamo Associates, Wastewater Treatment Facility Engineer T&M Associates and Consulting Engineer Environmental Resolutions. After some discussion, it was the consensus of Council to agree with this recommendation.

RESOLUTION 18-2015

A RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS FOR CERTAIN PROFESSIONAL SERVICES-BOROUGH ENGINEER, ENVIRONMENTAL ENGINEER AND WASTEWATER TREATMENT ENGINEER

(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 Mr. Creighton. A poll vote was then taken. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells, Ms. Azelby abstained, Mr. Kinzler absent and Mr. Corbi aye.

RESOLUTION 19-2015

A RESOLUTION DESIGNATING THE AWARD OF CONTRACTS TO CERTAIN PROFESSIONALS-STREETS AND ROADS ENGINEER AND CONSULTING ENGINEER- IN COMPLIANCE WITH THE NEW JERSEY PAY TO PLAY STATUTE

(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 Mr. Creighton. A poll vote was then taken. Mr. Bianchini aye, Mr. Creighton aye, Ms. Cairns Wells aye, Ms. Azelby abstained, Mr. Kinzler absent and Mr. Corbi aye.

Regarding Animal Control services, Ms. Cairns Wells reported that we received two Requests for Proposals (RFP)-one from M&R Wildlife of Palmyra, NJ and the other from NJ Animal Control, LLC of Medford New Jersey. Ms. Cairns Wells provided a detailed overview of both RFP's for Council's consideration. Financially, it looks like NJ Animal Control is the way to go. Chief Shaw then raised concern over their response time since they are based in Medford. After some discussion, it was the consensus to table this issue until next month to review the Chief's concerns before a decision is reached.

Regarding the need for a Hearing Officer, Ms. Cairns Wells recommended appointing Robert A. Verry as the Borough's Hearing Officer for Police Disciplinary Matters. Ms. Cairns Wells reminded Council that we have utilized Mr. Verry's services in the past. It was the consensus of Council to agree to this. The Clerk reported that we had also received two Requests for Proposals for Hearing Officers (other than police matters) and asked if Council wanted to consider making an appointment tonight. It was the consensus of Council to table this issue for now.

RESOLUTION 20-2015

A RESOLUTION APPOINTING ROBERT A. VERRY AS HEARING OFFICER FOR POLICE DISCIPLINARY MATTERS (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.

REVIEW OF SHADE TREE BID RECEIVED FOR 2015-2016 TREE SERVICES

Mr. Bianchini reported that one bid was received, opened and publicly read on Tuesday, January 6, 2015 at 11:00am. The sole bidder was **Greenscape Landscape Contractor Inc. of Glenside, Pa and Moorestown, NJ**. Their bid was as follows: Tree removals and trimming \$80.00 per hour per man, Stump removal, \$50.00 per hour per man and stump Grinder \$50.00 rate per hour. Solicitor Gunn stated that our specifications required that either the contractor and/or one of his employees must either be a Certified Tree Expert or a Certified Arborist. The bid did not reflect this information on the required page. However, upon review of the entire bid package a Certified Tree license was included. Mr. Gunn stated that we need to determine if this person is an employee of this company. Mr. Gunn stated that he will send a letter to the owner of this company about this issue. Mr. Gunn advised Council that they have 60 days to either accept or reject this bid. After some discussion, it was the consensus not to make any decision until the Solicitor has obtained the required information or not.

COMMITTEE REPORTS

SHADE TREE/ENVIRONMENTAL/ECONOMIC DEVELOPMENT-Mr. Bianchini

Mr. Bianchini reported that at the end of 2014, the Shade Tree Budget had a balance of \$11,895.00. There was also a balance in the trust fund of \$6,000.00. Mr. Bianchini went to Barton Nurseries in Cranbury, New Jersey with Barry Emens and Fred Rodi, and 53 trees were tagged for planting purposes. Mr. Bianchini talked to the state for clarification as to how the planting grant (3 year period) works. He was informed that once we buy and plant, the state inspects right away so that the reimbursement process can commence.

Mr. Bianchini reported that he has conferred with the County about the possibility of establishing a work services agreement with Riverton so that there should be no issues regarding the supplying, planting and caring for the trees on Broad and Main Streets. Council will be kept apprised of this issue. Ms. Cairns Wells talked about the need for a moratorium on having the Public Works Department to take down trees. This is a liability issue.

PARK/RECREATION/PLANNING/REDEVELOPMENT-Mr. Creighton

Mr. Creighton reported that we have started a conversation with representatives from Alaimo Associates over how we should expend the grant monies (\$250,000.00) received from the County for municipal park improvements. Mr. Creighton reported that the tennis courts are earmarked for upgrades, we would like the basketball courts overlaid, and we would like to re-do the patio around the green shed. There might be some additional funding available to include some other items that we want to address. The bidding process should take place during the Spring. We will have to wait to see what kind of numbers we receive for this work.

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

Chief Shaw read a report for the month of December 2014. Vehicle Mileage 2388, Juvenile Arrests 0, Adult Arrests 25 (Contempt 23, Possession of hypodermic 3 and simple assault 1-These figures represent people who were arrested and the charges against them), Motor Vehicle Accidents 3, Motor Vehicle Stops 264, Motor Vehicle Warnings 92, Motor Vehicle Summons 172 (all Riverton), Alarms 11, Assistance to Other Agencies 7, Animal Complaints 7, Fire Calls 6, EMS Calls 24, Unattended Deaths 1, Criminal Cases 32, Incidents 357, Domestic 1, Thefts 2 (Jewelry/Money), Burglaries 0, Assaults 1, Sexual Assaults 0, Criminal Mischief 0, Robberies 0, Total calls dispatched 657, Incidents 357 and Quick Calls 300.

Ms. Cairns Wells read a report for the month of December that was submitted by Court Administrator, Jackie Gleason. Total receipts for the month amounted to \$15,840 00. The total amount disbursed to Riverton amounted to \$8,123.63.

Regarding 701 Tenth Street, Ms. Cairns Wells reported that our Code Enforcement Officer has been in contact with the people responsible for the maintenance of this property. Some issues have been addressed, but not all. Ms. Cairns Wells reported that this property is up for sale and there is a potential buyer, but we don't know how long the process will take. Ms. Cairns Wells reported that the Code Enforcement Officer has convinced the serving company and bank for 410 Main Street that this property is vacant. Ms. Cairns Wells reported that back in October our Construction Official had issued an Unsafe Structure Notice on this property. Ms. Cairns Wells cautioned that we don't want this property to get out of hand so if we don't hear anything within 30 days, we will ask our Solicitor to take the next step in the legal process.

At this time Chief Shaw provided Council with a detailed presentation of his experience at the the FBI training school that he attended in Quantico, Virginia. Chief Shaw publicly thanked Patrolman Andrew Beuschel for all his administrative help during his absence from the department.

SCHOOL/BOARD OF HEALTH-Ms. Azelby

Ms. Azelby reported that the Teacher of the Year nominee is first grade teacher, Mrs. Locantore. Ms. Azelby announced that she would be attending a workshop sponsored by the Burlington County School Board Association. The rain garden issue at the school still needs to be resolved.

We have received a resignation from Rick Mood from the Board of Health and a replacement will need to be found.

Ms. Azelby reported that our Workers' Compensation insurance premium did go up significantly this year (\$103,000.00). There is not much we can do about this now. We will re-market this premium next year.

STREETS/SEWER/RECYCLING-Mr. Corbi

Mr. Corbi reported that the Brush Bandit Chipper, a Leaf Vacuum, and the 344E John Deere Loader were recently sold on GovDeals.com. Regarding the emission retrofitting issue and the radio requirements for the Public Works Department, Public Works Manager, Fred Rodi reported that presently there are no enforcement rules to deal with at this time.

Mr. Corbi reported that the New Jersey American Water Company will be doing water main work on Thomas, between Bank and Broad and on Linden, between Bank and Broad. They also want to do all new main work on Bank Avenue. The Water Company is aware that this roadway is highly used and that there is a moratorium on road work on Bank because it was recently repaved. There is also the necessity for the work to be completed prior to our 4th of July celebration. Mr. Corbi stated that we will obtain something in writing from the water company that they will repave this entire road when they are done. Ms. Cairns Wells reminded Council that because of the easement along this road, Bank Avenue cannot be made any wider. The Water Company needs to be informed of that fact. Council will be kept apprised of this issue.

Mr. Corbi reported that we will be reimbursed from the County for the plowing and salting of their roads in the Borough. Our Public Works Department is starting to remove the street sweepings that had been placed in the back of the facility and are now taking them to the Columbus landfill.

Mr. Corbi reported that T&M Associates, our Wastewater Treatment Facility Engineer, has reviewed the proposed contract with Booth Mechanical for the 2nd street sewer work. The Engineer came back with some concerns (depth of the work, street restoration, performance bond requirements, inspection requirements, etc) that need to be addressed. Mr. Gunn indicated that Council could do an authorizing Resolution, subject to his review and approval of the proposed contract.

RESOLUTION 21-2015

A RESOLUTION AUTHORIZING THE MAYOR OF THE BOROUGH OF RIVERTON TO EXECUTE A CONTRACT WITH BOOTH MECHANICAL FOR REPLACEMENT OF THE SEWER MAIN ON SECOND STREET (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. 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.

Mr. Corbi reported that the Trash Truck purchase is still awaiting a signed copy of Cinnaminson's Resolution authorizing the sale of this truck to Riverton.

Mr. Corbi reported that the Elm Terrace project was completed on December 23rd. There are still some issues that need to be addressed, such as the sealing of joints, curb issues, etc. We will still ask for an extension to the required maintenance bond for this project. Council concurred with this.

NEW BUSINESS-NONE

OLD BUSINESS-NONE

CORRESPONDENCE

Mayor Brown reported that he received a letter from the Palmyra High School Post Prom Committee asking that Council make a contribution to this event. Mayor Brown stated that we did this last year. This issue will be discussed during the budget discussions.

UPGRADING ORDINANCES

Ms. Cairns Wells reported that she has compiled a listing of various ordinances that she believes should be amended and/or upgraded. She provided Council with an overview of those Ordinances she would like to address.

There being for further business to discuss Ms. Azelby moved that the meeting be adjourned. This was seconded by Mr. Corbi, with all present voting in the affirmative.

Mary Longbottom, RMC
Municipal Clerk