

February 10, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby
Mr. Joe Creighton

Mr. Armand Bianchini
Mr. Kirk Fullerton

Mr. Bill Corbi
Mr. Mike Kinzler

Absent:

Other Borough Officials Present:

Tom Coleman, Esquire

Ms. Michelle Hack, Clerk,
Police Chief John Shaw

Ms. Ashley Mele, Treasurer

Mr. Fred Rodi, DPW Manager

Solicitor Tom Coleman conducted the swearing in of new Councilman Kirk Fullerton to serve the unexpired term of Suzanne Cairns Wells through midnight December 31, 2016.

Mayor Cairns Wells read the following statement "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 published in the Burlington County Times Friday January 22, 2016
- b. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016
- c. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016"

CLERK'S REPORT

Ms. Hack submitted minutes from the public meetings held January 13, 2016 and January 28, 2016 for approval. Ms. Ms. Azelby motioned to approve the minutes as submitted, seconded by Mr. Creighton

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, abstain, and Mr. Kinzler aye

Ms. Hack reported:

1. Receiving a Bingo application from the Palmyra High School/Riverton PTO Post Prom Committee for March 7, 2016 at the Sacred Heart Church.
2. Receiving a One Day Social Affair application for the Bread of Life organization for April 23, 2016 at the Sacred Heart Church.
3. Notification from US Federal Government in regard to 2017 Census coming due
4. The Annual Debt Statement was sent to the State of NJ by the CFO on January 27, 2016.
5. The Annual Financial Statement was sent to the State of NJ via certified mail on February 9, 2016.

SOLICITOR'S REPORT

Mr. Coleman stated his working on finalizing the settlement at 410 Main Street and he has been working with Ms. Hack to review operational items as they come in.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the January 2016 Finance Report and Treasurers Report along with the bill list closing February 10, 2016. Motion to approve bill list as submitted by Mr. Kinzler and seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

MEETING OPEN TO THE PUBLIC

Ms. Phyllis Rogers presented the Riverton Century Bike Ride which is a family based event scheduled for June 11, 2016. The event commemorates the historic bike ride from NYC to Riverton's bike track in 1898. Activities include a 3 mile community bike ride, not a race, and will not require road closings; dinner at Orange Blossom for a nominal fee; participants spending the night in host homes; and snacks and music in the park provided by Riverton Historic Society. Chief Shaw commented that he reviewed the initial plans and at this time sees minimal traffic concerns that can be easily address and is glad to assist. Borough Clerk Ms. Hack noted the group has filed a park usage application. Mayor and Council unanimously affirmed they are happy to support the event.

Mayor Bill Brown alerted all on the improvement of Mr. Gene Bandine's health.

MAYOR AND COUNCIL BUSINESS AND REPORTS

RESOLUTION # 25 - 2016

**A RESOLUTION TO AUTHORIZE BOROUGH EMPLOYEES TO CARRYOVER
VACATION TIME FROM 2015
(IN FULL IN RESOLUTION BOOK)**

Ms. Cairns Wells read the title by resolution only. Council discussed whether to limit the days and implement a time frame in which time is to be used. It was decided since our policy will be revamped in a new handbook to allow the request with the stipulation that all time must be used by April 30, 2016. Mr. Creighton motioned for approval and Mr. Bianchini made the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 24 – 2016

**A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS PERSONNEL
POLICY
(IN FULL IN RESOLUTION BOOK)**

This was tabled until the last agenda item. Mr. Corbi read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second. .

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Creighton motioned to come out of the closed session discussion, seconded by Ms. Azelby with all present members voting in the affirmative. These particular closed session minutes will become available at a time when it is appropriate; however filed in the closed session minutes book.

Upon returning to closed session, Ms. Azelby motioned for Labor Counsel to draft correspondence to certain retirees concerning previous vacation payouts. Mr. Fullerton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mayor Cairns Wells read two letters from the Riverton School Superintendant, Ms. Eck thanking the Department of Public Works for the Riverton Borough Clean Communities shopping bags for the students to take home and commending the department's response to the January 23 storm clean up.

Mr. Corbi provided an updates on the department's recent work on street repairs and gas lamp audit for repair. He commended the department on the storm clean up and on saving the Borough money on tree cuttings. Reported on employee resignation, Mr. Eric Fyler effective February 12, 2016 and sewage pump defunct. Municipal Maintenance repaired the aging pump but took 10 hours. He also reported that Mr. Keith Adams is taking charge of Borough employee safety. Mr. Kinzler commented that he was happy hear this and tasked each department to look into safety policies for the April 13, 2016 Council meeting.

RESOLUTION # 27 – 2016
**A RESOLUTION TO ENTEER INTO A SHARED SERVICE AGREEMENT FOR SNOW
REMOVAL WITH THE COUNTY OF BURLINGTON**
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. Mr. Kinzler provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 28 – 2016
**A RESOLUTION TO ENTEER INTO A SHARED SERVICE AGREEMENT FOR AREIAL
MOSQUITO CONTROL WITH THE COUNTY OF BURLINGTON**
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. Mr. Kinzler provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 23 – 2016
**A RESOLUTION APPOINTING STEVEN STROBEL TO A FULL TIME POLICE
OFFICER IN THE BOROUGH OF RIVERTON**
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and motioned for its approval; to which Mr. Creighton provided the second. There was discussion on the conditions and the effective date of hire.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 21 – 2016
**A RESOLUTION APPOINTING RICHARD ANTONUCCI TO SERVE AS THE
MUNICIPAL JUDGE FOR THE BOROUGH OF RIVERTON**
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and motioned for its approval; to which Mr. Fullerton provided the second. The Clerk explained this is a formality as Cinnaminson already appointed him and this is a 3 year term expiring December 31, 2018.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

ORDINANCE 1 - 2016
**AN ORDINANCE GOVERNING OUTSIDE EMPLOYMENT OF RIVERTON BOROUGH
POLICE AND CREATING PROCEDURES FOR PAYMENT BY OUTSIDE EMPLOYERS**
(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the ordinance by title only and motioned for its approval; she explained this is a condition of the signed police contract and the ordinance was drafted by Elizabeth Garcia, Esquire.

Mr. Fullerton provided the second. Public Hearing and adoption will be held on March 9, 2016.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 32 – 2016
A RESOLUTION AUTHORIZING RENEE AZELBY TO SERVE AS THE PUBLIC SAFETY DIRECTOR AS LISTED IN THE RIVERTON POLICE DEPARTMENT RULES AND REGULATIONS FOR THE YEAR 2016.
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the above resolution by title only after a discussion with Chief Shaw noting the need for said resolution. Mr. Corbi motioned for the approval which was seconded by Mr. Bianchini.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Bianchini reported the Shade Tree Board has moved their March meeting to March 9 to review the bids that are due back to the Borough Hall. This is so they can make a recommendation to Council for the March 9 agenda.

RESOLUTION # 30 – 2016
A RESOLUTION TO MEMORIALIZE A STATEMENT OF SUSTAINABLE NEW JERSEY TREE COVER PROGRAM BY THE RIVERTON SHADE TREE BOARD
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the above resolution by title only motioning for its approval. He commented the work the STB is doing to improve tree coverage throughout the Borough and this helps the Board accumulate “points” which help us obtain grants. Mr. Fullerton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Creighton has no update on the landscape design for the storage shed and hasn't nailed down a date for the preconstruction meeting of the park redevelopment with Bill Long from Alaimo.

RESOLUTION # 31 – 2016
A RESOLUTION TO AUTHORIZE THE BOROUGH OF RIVERTON TO ENTER INTO AN AGREEMENT WITH SCIROTTA AND ZAUN FOR THE RIVERTON SUMMER DAY CAMP IN THE RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)

Mr. Creighton presented Council with the proposal he received for the day camp to run June 20 – July 8 for Riverton children in grades 1 – 9. He motioned for approval of the resolution and Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 29 – 2016
A RESOLUTION TO APPROVE TRANSFERS
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 22 – 2016
A RESOLUTION TO AUTHORIZE THE DISPOSAL OF SURPLUS PROPERTY ON
GOVEDEALS
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for its approval. Ms. Azelby provided the second. Council discussed the items for sale as listed within the body of the resolution and there is no VIN number for the dirt bike, therefore can only be used on private property.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 25 – 2016
A RESOLUTION TO ENTER INTO A MAINTENANCE CONTRACT WITH COPIERS
PLUS
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for its approval. Mr. Creighton provided the second. Mr. Kinzler explained how this contract came about and noted the financial savings as a result.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

OLD BUSINESS: Council discussed the section of a Yacht Club photo for Congressman Tom MacArthur's DC office.

NEW BUSINESS: Mayor Cairns Wells showed the new times sheets implemented for employees and asked if there are any objections to sending donations or flowers to recent Borough losses Former Chief Albert Reeves, Ms. Croft and Borough Contraction Official's mother. No one objected and agreed \$50.00 is a fair amount.

In other new Business Mayor Cairns Wells updated the Committee assignments to reflect the following:

Finance – Kinzler*, Azelby, Bianchini, Fullerton (only 3 members will meet at a time)

Parks & Rec/Environmental – Creighton*, Fullerton, Corbi

Public Safety (Police, Fire, Animal Control)/Court - Azelby*, Corbi, Creighton

Public Works/Sewer/Recycling – Corbi*, Azelby, Bianchini

Planning/Redevelopment – Creighton*, Bianchini, Cairns Wells

Shade Tree/Economic Development – Bianchini*, Fullerton, Cairns Wells

Admin/HR & Code Enforcement – Cairns Wells*, Kinzler,

*Chairperson

ADJOURNMENT: With no further business to discuss Mayor Cairns Wells to which Ms. Azelby provided the second and the Council unanimously approved in the affirmative.

Respectfully submitted,

Michelle Hack
Michelle Hack, RMC
Municipal Clerk