

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
MARCH 17, 2020 at 7:00 P.M.**

Mayor Cairns Wells called the meeting to order, saluted the Flag, and the following statement “Public notice of this meeting, pursuant to the Open Public Meetings Act, has been given in the following manner:

OPEN PUBLIC MEETINGS ACT STATEMENT

“Public notice of this meeting, pursuant to the Open Public Meetings Act, has been given in the following manner:

- a) Having written notice published in the Burlington County Times Friday January 10, 2020
- b) Forwarding written notice to the Courier Post for informational purposes only on Monday January 6, 2020
- c) Posting written notice on the Official Bulletin Board on Monday January 6, 2020”

ROLL CALL

| | | | |
|------------------------------|---------|--------------------------|---------|
| Mayor Suzanne Cairns Wells | present | Councilwoman Laura Major | present |
| Council President Bill Corbi | present | Councilman Ken Mills | absent |
| Councilman Hank DeGeorge | present | Councilman Jim Quinn | present |
| Councilman Kirk Fullerton | present | | |

Other Borough Officials Present: Solicitor Tom Coleman, Esquire and Borough Clerk Michelle Hack.

Councilman Quinn and Councilwoman Major were participating via conference all as well as all members of the public. All employees were excused from this meeting. The building was closed to the general public in accordance with social distancing guidelines in place due to the onset of COVID-19.

APPROVAL OF MINUTES/CLERK REPORT

Minutes from the February 18, 2020 Regular Meeting and the March 7, 2020 Budget Work Session were submitted for approval, Motion made by Mr. Quinn to approve the minutes as submitted to which Mr. Fullerton seconded his motion. ROLL CALL: Mr. Corbi abstain, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

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

Mr. Fullerton asked for a motion to approve the reports and bill list, which closed on March 17, 2020. Mr. Corbi seconded the motion. The full bill list is on file for inspection in the clerk’s office. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

PUBLIC COMMENT

The Mayor opened the Public Comment session of the meeting.

Ms. Wanda Swanson asked if a parking study for Main Street was in the 2020 Municipal Budget, and what community events were added in the 2020 Municipal Budget, and if COVID-19 would impact the Borough's budget.

Ms. GERALYN RIVERA asked what preventative measures the Borough is the undertaking in response to COVID-19.

No one additional came forth to speak therefore closing the public portion.

SOLICITORS REPORT

Mr. Coleman stated the Final Compliance hearing to accept the Borough's Plan is scheduled for April 23, 2020 is in jeopardy given the current court shutdown due to COVID-19.

FEBRUARY 2020 PUBLIC WORKS REPORT

DPW: Collected brush twice entire town, 3 brush dumpsters; Collected leaves once entire town; Patched potholes; Maintenance on sweeper, awaiting parts. Cleaned up debris at Linden Ave pocket park; Installed Borough Office sign at parking lot.

PARKS: Removed two small trees at the end of Eighth Street; Pickleball sign fixed and reinstalled to be in compliance with Green Acres. Maintained Baseball Field #1: cut grass out of the baselines and installed infield mix. (6 days). Egg hunt scheduled for April 11. (cancelled due to COVID-19).

SEWER: 3 sewer calls: 2 homeowners' problems, 1 main Manor Ct. Influent pump project completed.

Mr. Corbi also shared the Sewer plant report from WRM Inc. and provided a Dog Park Update.

RESOLUTION # 58-2020

A RESOLUTION TO AUTHORIZE T&M TO PREPARE & ADVERTISE BID SPECIFICATIONS FOR A SLUDGE REMOVAL CONTRACT (FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Fullerton provided the second. Our current sludge contract expires in the end of 2020. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION #52-2020

A RESOLUTION TO APPOINT JEFF HANSEN AS STORMWATER ENGINEER FOR THE BOROUGH (FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. DeGeorge seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 53-2020

A RESOLUTION TO APPOINT KAREN ZLOTNIK AS RECYCLING COORDINATOR (FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Fullerton provided the second for this motion. This fee is paid from the Clean Communities grant and not the

municipal budget. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 60-2020
A RESOLUTION TO AUTHORIZE A SEWER REPAIR AT BLOCK 1101 LOT 8
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve. Mr. Fullerton provided the second. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 61-2020
A RESOLUTION TO AUTHORIZE FINAL PAYMENT TO C. STEVENSON FOR THE REPLACEMENT OF
THE INFLUENT PUMPS
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Fullerton seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 62-2020
A RESOLUTION TO AUTHORIZE CHANGE ORDER NUMBER 1 FOR THE REPLACEMENT OF THE
INFLUENT PUMPS
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve. Mr. DeGeorge provided the second for this motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 65-2020
A RESOLUTION TO AUTHORIZE THE RELEASE OF A PERFORMANCE BOND FOR C. STEVENSON
AND ACCEPT MAINTENANCE BOND FOR THE REPLACEMENT OF THE INFLUENT PUMPS
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Fullerton provided the second for this motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

ORDINANCE 01-2020
AN ORDINANCE TO AMEND THE BOROUGH CODE AT 106-24 CONCERNING SEWER CONTROLS
(IN FULL IN ORDINANCE BOOK)

Mr. Corbi read the Ordinance by title only and motioned for approval. Mr. Fullerton seconded his motion. This amendment provides clarity on sewer controls and responsibility. There will be a second reading and Public Hearing at the April 21, 2020 meeting and Public Notice will be provided for the same. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

Mr. Corbi shared the current Vacant Property Report which is on file at the Borough Hall.

February Municipal Court Report**Year To Date:**

| | | |
|----------------------|-----------|-------------|
| Tickets Issued: | 114 | |
| Tickets Disposed: | 110 | |
| Complaints Issued: | 19 | |
| Complaints Disposed: | 42 | |
| Total Disbursements: | \$9440.49 | \$19,592.77 |
| Riverton Treasurer: | \$5288.75 | \$10,626.21 |

Fire Department February 2019

| | | | |
|-----------|---------|-----------|--------|
| Fires: 17 | YTD: 35 | Drills: 3 | YTD: 6 |
|-----------|---------|-----------|--------|

February 2019 EMS Report

252 Calls, total

| February 2019 Police Report | | | |
|---|-----------------------|--------------------|----------------------|
| Description: | Current Month: | Last Month: | Year to Date: |
| Vehicle Mileage: | 2246 | 1920 | 4166 |
| Juvenile Arrests: Cruelty to animals | 1 | 0 | 1 |
| Adult Arrests: | 23 | 27 | 50 |
| a) Contempt | 17 | | |
| b) Possession of CDS / Drug Para | 8 | | |
| c) DWI | 2 | | |
| d) Hindering/Obstruction | 4 | | |
| e) Fraudulent documents | 1 | | |
| <small>These figures represent people who were arrested and the charges against them.</small> | | | |
| Motor Vehicle Accidents: | 3 | 3 | 6 |
| Motor Vehicle Stops: | 195 | 185 | 380 |
| Motor Vehicle Summonses: | 121 | 122 | 243 |
| Motor Vehicle Warnings: | 74 | 63 | 137 |
| Alarms: | 8 | 10 | 18 |
| Asst. to other Agencies: | 17 | 21 | 38 |
| Animal Complaints: | 2 | 6 | 8 |
| Fire Calls: | 6 | 1 | 7 |
| EMS Calls: | 19 | 19 | 38 |
| Unattended Deaths: | 0 | 0 | 0 |
| Criminal Cases: | 27 | 28 | 55 |
| Domestics: | 0 | 1 | 1 |
| Thefts: | 2 | 0 | 2 |
| Burglaries: | 1 | 0 | 1 |
| Assaults: | 0 | 0 | 0 |
| Criminal Mischief: | 1 | 0 | 1 |

ORDINANCE O-02-2020

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK FOR CALENDAR YEAR 2020 (N.J.S.A. 40A: 4-45.14)
(IN FULL IN ORDINANCE BOOK)**

Mr. Fullerton read the ordinance by title only and motioned for approval. Mr. DeGeorge provided the second for this motion. There will be a second reading and Public Hearing at the April 21, 2020 meeting and Public Notice will be provided for the same. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

**RESOLUTION # 48
A RESOLUTION TO AMEND THE TEMPORARY 2020 MUNICIPAL BUDGET
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Mr. Fullerton seconded his motion. This resolution is permissible until March 31, 2020. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

**RESOLUTION # 49-2020
A RESOLUTION TO INTRODUCE THE 2020 MUNICIPAL BUDGET
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Mr. DeGeorge seconded his motion. Points for clarification from the March 7, 2020 Budget Workshop meeting shall include \$45,000 for Shade Tree Board, \$1000 additional for celebration for public events toward Environmental Committee/Green Team efforts, \$200 for Food Truck events. There will be a second reading and Public Hearing at the April 21, 2020 meeting and Public Notice will be provided for the same. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

**RESOLUTION #57-2020
A RESOLUTION TO AUTHORIZE THE DISPOSAL OF SURPLUS PROPERTY
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Mr. Corbi seconded his motion. The Borough will post VoIP phones on GovDeals.com. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

**RESOLUTION # 55-2020
A RESOLUTION TO AUTHORIZE THE REFUND AND CANCELATION OF TAXES FOR A TOTALLY
DISABLED VETERAN
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Mr. Corbi seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

Mr. Quinn shared a handout for the proposed Shade Tree Board budget for informational purposes that provides an overview on how their budgets is broken out. He also stated that Environmental Committee meeting was canceled for this month and Arbor Day 2020 has been

canceled, both due to COVID-19 social distancing guidelines. Mr. Quinn lastly reported that there was an emergency removal on 7th Street.

RESOLUTION # 59-2020
A RESOLUTION TO AWARD 2020 STB PLANTING PROGRAM CONTRACT
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. Quinn read the resolution by title only and motioned for approval. Mr. Corbi provided the second. Sealed bids were opened as scheduled on March 12, 2020 at 10 o'clock a.m. at the Borough Hall. Eastern Environmental was the sole bidder at \$4,320.99 for 27 trees to be planted in predetermined locations. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

Mr. DeGeorge reported that the Borough was recently informed by Green Acres that our Pickleball signs are not in compliance with Green Acres criteria. The Borough will amend the current sign and report to the agency.

Mr. Quinn inquired if the Borough had intentions on closing Riverton Park. The Governing Body discussed their thoughts and agreed the park shall remain open unless stricter guidelines come down from the State. The public bathroom however will not be opened at this time and the Borough will remind residents to practice social distancing while at the park. There are new guidelines and Executive Orders rolling out daily; with that the Borough will monitor park usage and ensure compliance with State and Federal Executive Orders.

RESOLUTION #54-2020
A RESOLUTION TO AUTHORIZE UPGRADES TO FENCING TO BASEBALL FIELD # 3 AT
RIVERTON MEMORIAL PARK
(FULL RESOLUTION IN RESOLUTION BOOK)

Mr. DeGeorge read the resolution by title only and motioned for approval. Mr. Corbi provided the second. This includes a new section of fences and guardrail from Harris Fence Company. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

Ms. Major updated that the Economic Development Committee is working on Food Truck Events, and working to potentially host a Craft Beer Tasting Festival and a night at the River with music. Ms. Major is also looking to coordinate a list of available space in the Borough for potential merchant and professional businesses.

RESOLUTION #50-2020
A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INDEMNIFICATION AGREEMENT WITH
THE COUNTY OF BURLINGTON FOR A FOOD TRUCK EVENT ON MAY 20, 2020
(FULL RESOLUTION IN RESOLUTION BOOK)

Ms. Major read the resolution by title only and motioned for approval. Mr. DeGeorge seconded her motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

RESOLUTION # 51-2020

**A RESOLUTION TO AUTHORIZE THE BOROUGH CLERK TO APPLY TO COUNTY TO PERMITS FOR
A FOOD TRUCK EVENT ON MAY 20, 2020
(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Major read the resolution by title only and motioned for approval. Mr. Corbi Provided the second for this motion. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

Mayor Cairns Wells gave updates on the Borough services that have been limited, school and municipal court closings. She stated she is on regular conference calls with County and State leaders, and disseminating information via website and social media.

**RESOLUTION # 56-2020
A RESOLUTION TO APPOINT A MUNICIPAL HOUSING LIAISON FOR
THE BOROUGH OF RIVERTON
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion to approve. Mr. DeGeorge moved to approve and Ms. Major seconded the motion. This is a requirement for the Borough's Affordable Housing Plan. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

**RESOLUTION # 63-2020
A RESOLUTION TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO A MUTUAL
COOPERATIVE AGREEMENT FOR VITAL STATISTIC SERVICES
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion to approve. Mr. Corbi moved to approve and Mr. Fullerton seconded his motion. This resolution provides for the Borough's Local Registrar and Palmyra Borough's Local Registrar to provide assistance to each other. ROLL CALL: Mr. Corbi aye, Mr. DeGeorge aye, Mr. Fullerton aye, Ms. Major aye, Mr. Quinn aye.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for a second public comment session. No one additional wanted to speak, therefore closing this session.

ADJOURNMENT

With no additional business to discuss, Mr. Corbi made a motion to adjourn the meeting and Mr. DeGeorge seconded his motion. All voted in the affirmative.

Next meeting of the Governing Body is scheduled for April 21, 2020 at 7 o'clock PM.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk