

BOROUGH OF RIVERTON

AGENDA

JANUARY 17, 2018

- I. Meeting called to order
- II. Salute the Flag
- III. Open Public Meetings Notice Act Statement
- IV. Clerk's Report
 - a. Roll Call
 - b. Minutes will be available for approval in February
 - c. Correspondence
- V. Solicitor's Report
- VI. Treasurer's, Finance Report and Bill List
 - a. 13 Resolution to Amend the Temporary Budget – Shade Tree
- VII. Meeting Open to the Public
- VIII. Council President Bill Corbi
 - a. 14 Resolution awarding contract to Gary Kubiak & Son Electric for replacement of an emergency generator at the sewer plant
 - b. Reports
- IX. Councilwoman Renee Azelby
 - a. 15 Resolution to hire a police officer
 - b. 16 Resolution authorizing annual Fire Company Boot Drive
 - c. Reports
 - i. Police Report
 - ii. Fire Report
 - iii. Municipal Court Report
- X. Councilman Ken Mills
 - a. Reports
- XI. Council Armand Bianchini
 - a. 17 Resolution to hire a Marketing Clerk
 - b. 18 Resolution to authorize a recreational summer day camp at the park
 - c. Reports
- XII. Councilman Kirk Fullerton
 - a. 19 Resolution to refund escrow balance for a withdrawn Planning Board application
 - b. 20 Resolution authorizing budget appropriation transfers
 - c. Reports
- XIII. Councilman Jim Quinn
 - a. 21 Resolution to award a tree removal contract to Eastern Environmental
 - b. Reports
- XIV. Mayor Suzanne Cairns Wells
 - a. Reports
- XV. New Business
- XVI. Adjournment

BOROUGH OF RIVERTON
A G E N D A
February 20, 2018 at 7:00 PM

- I. Meeting called to order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. Clerk's Report**
 - a. Roll Call
 - b. Minutes from December 8, 2017, December 27, 2018, January 3, 2018, and January 17, 2018 c. Correspondence
- V. Solicitor Report**
- VI. Treasurer's, Finance Report & Bill List for approval VII. Meeting Open to the Public**
- VIII. Councilman Bill Corbi**
 - a. Res. #22 A Resolution to Authorize Alaimo to go to bid for MA2017-00598(
 - b. Res. #23 Resolution to Authorize Mayor to enter into County Agreement for Mosquito Control c. Reports
- IX. Councilman Ken Mills**
 - a. Reports
- X. Councilwoman Renee Azelby**
 - a. Volunteer Services Form, Adam Janowicz
 - b. Res. #24 Resolution to Authorize the Mayor to Sign a Memorandum of Understanding to make a joint purchase of radios for Riverton Fire Dept
 - c. Reports
 - i. Police Reports
 - ii. Fire Report iii. Municipal Court Report
- XI. Councilman Armand Bianchini**
 - a. Reports
- XII. Councilman Jim Quinn**
 - a. Reports
- XIII. Councilman Kirk Fullerton**
 - a. Res. #25 Transfer Resolution
- XIV. Mayor Suzanne Cairns Wells**
 - a. Res. #26 A Resolution to Appoint M. Kinzler as Finance Consultant b. Reports
 - i. Vacant Property
- XV. Old Business**
 - a. Res. #27 Closed Session- Affordable Housing Update
- XVI. New Business**
 - a.
- XVII. Adjournment**

BOROUGH OF RIVERTON
A G E N D A

March 3, 2018 at 9:00 A.M.
BUDGET WORKSESSION

- I. Meeting called to order
- II. Salute to the Flag
- III. Open Public Meetings Notice Act Statement by Mayor Cairns Wells
- IV. Budget Discussion by Department
- V. Meeting Open to the Public
- VI. Res. #28-2018 A Resolution to Enter into a Closed Session to Discuss Personnel (TBD)
- VII. Final Council Comments Regarding Budget
- VIII. Adjournment

BOROUGH OF RIVERTON
A G E N D A
March 20, 2018 at 7:00 PM

I. Meeting called to order

II. Salute to the Flag

III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells

IV. Clerk's Report

- a. Roll Call
- b. Minutes from February 20, 2018
- c. Correspondence

V. Solicitor Report

VI. Closed Session

- a. Res. #34 A Resolution to Enter into Closed Session for Discussions pertaining to Ongoing Litigation and Personnel

VII. Burlington County Energy Aggregation Discussion

VIII. Treasurer's, Finance Report & Bill List for approval

IX. Meeting Open to the Public

X. Councilman Bill Corbi

- a. Res. #29 A Resolution to Appoint a Certified Recycle Coordinator
- b. Res. #23 Resolution to Authorize Mayor to enter into County Agreement for Mosquito Control
- c. DPW Report
- d. Res. #31 A Resolution to Appoint Corey E. Ahart, Esquire as Municipal Court Judge
- e. Res. #33 A Resolution to Appoint a Full Time Patrolman
- f. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report

XI. Councilman Ken Mills

- a. Reports
 - i. Construction Fee Updates

XII. Councilwoman Renee Azelby ABSENT

XIII. Councilman Armand Bianchini

- a. Res. #32 A Resolution to Authorize the Purchase of Materials to Enhance Playground Area at Riverton Memorial Park
- b. Reports

XIV. Councilman Jim Quinn

- a. Food and Water.org
- b. Reports

XV. Councilman Kirk Fullerton

- a. Res. # 35 Budget Introduction
- b. Res. #30 A Resolution Authorizing the refund of \$500 to PHS for Field Usage at Riverton Memorial Park
- c. (NOT YET READY) Res. #36 A Resolution to Approve Budget Transfers for March 2018

XVI. Mayor Suzanne Cairns Wells

- a. Discussion and possible Introduction of O-2018-01 Becoming part of the BC Energy Aggregation Program
- b. Reports
 - i. Vacant Property

XVII. Old Business

XVIII. New Business

- a.

XIX. Adjournment

BOROUGH OF RIVERTON
A G E N D A

April 17, 2018

Meeting Open to the Public

Treasurer's, Finance Report & Bill List for approval

Minutes from March 3 and March 20, 2018

Correspondence

Solicitor Report

Proclamation for Mayor Cairns Wells from Assemblywoman Carol Murphy VIII. Councilman Bill Corbi

Councilman Ken Mills

Reports

1st Reading: Ordinance O-2018-02 An Ordinance Amending Land Development Bonding

Councilwoman Renee Azelby

Res. #38 A Resolution to Address Vacation Time for Susan Wompierski, Secretary to Chief Shaw

Reports

Res. #42 A Resolution to Appoint Members if the Tri Boro Community Emergency Response Team (CERT)

Res. #44 A Resolution to Authorize the Mayor to Sign for Blue Light for John Chrupcala d. Reports

Police Reports

Fire Report iii. Municipal Court Report

Councilman Armand Bianchini

Reports

Councilman Jim Quinn

Res. #43 Authorizing Tru Green to Treat Borough Shade Trees for Emerald Ash Borer

Arbor Day Proclamation

Reports

Councilman Kirk Fullerton

Res. # 40 2018 Municipal Budget Public Hearing and Adoption

Res. #41-2018 Salary Ordinance

Res. # 39-2018 A Resolution to Authorize the sale of Surplus Goods on Gov Deals

Ordinance O-2018-01 2nd Reading Cap Bank Public Hearing and Adoption

Mayor Suzanne Cairns Wells

Reports

Vacant Property

Old Business

Burlington County Energy Aggregation Discussion

Closed Session

By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

New Business

Adjournment

BOROUGH OF RIVERTON

A G E N D A

May 15, 2018 at 7:00 PM

I. Meeting called to order

II. Salute to the Flag

Open Public Meetings Notice Act Statement-Mayor Cairns Wells

Clerk's Report

Roll call

Minutes from April 17, 2018

Correspondence

Solicitor Report

Treasurer's, Finance Report & Bill List for approval

Meeting Open to the Public

Councilman Bill Corbi

Res. 45 Stormwater Management Proposal

Reports

Councilman Ken Mills

2nd Reading: Ordinance O-2018-02 An Ordinance Amending Land Development Bonding

Planning Board Report O-2018-02

Planning Board Report 2017 Variances

Councilwoman Renee Azelby

Reports

Police Reports

Fire Report iii. Municipal Court Report

Councilman Armand Bianchini

Reports

Councilman Jim Quinn

Res. 46 A Resolution to Authorize payment of \$150 to the recipient of the 8th Grade Civic Award b. Reports

Riverton School adopted budget summary page

Councilman Kirk Fullerton

Reports

Mayor Suzanne Cairns Wells

Reports

Vacant Property

Old Business

Closed Session

By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

**BOROUGH OF RIVERTON
A G E N D A**

New Business

Adjournment

BOROUGH OF RIVERTON

June 17 2018

Meeting called to order

II. Salute to the Flag

III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells

IV. Clerk's Report

a. Roll Call

Minutes from May 15, 2018

Correspondence

Solicitor Report

Treasurer's, Finance Report & Bill List for approval

Meeting Open to the Public

Councilman Bill Corbi

Res. 50 Authorizing the Mayor to Enter into a Local Service Agreement with Palmyra b. Reports

Councilman Ken Mills

Reports

Councilwoman Renee Azelby

Res. 49 A Resolution Authorizing the Transfer of a Junk Title

Reports

Police Reports

Fire Report

Municipal Court Report

Councilman Armand Bianchini

Reports

Councilman Jim Quinn

Discussion: Communications Committee

Reports

Councilman Kirk Fullerton

Motion to repeal Capital Ordinance 1st reading from May 15, 2018

O-2018-03 1st Reading Capital Ordinance

Res. 47 A Resolution to Memorialize the 2018 Audit Findings and Recommendations

Sign the 2018 Audit Affidavit

Res. 48 Chapter 159 A Resolution to Insert Revenues 2018 Budget

Mayor Suzanne Cairns Wells

Appointment of Parks and Recreation Committee member: Matt DiLeo 408 Main Street b. Reports

Vacant Property

Old Business

**BOROUGH OF RIVERTON
A G E N D A**

Closed Session

By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

New Business

Adjournment

BOROUGH OF RIVERTON

July 17, 2018 at 7:00 PM

Meeting called to order

II. Salute to the Flag

III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells

IV. Clerk's Report

a. Roll Call

Minutes from June 19, 2018

Correspondence

Solicitor Report

Treasurer's, Finance Report & Bill List for approval

Meeting Open to the Public

Councilman Bill Corbi

DPW Reports

Councilman Ken Mills

O-2018-04 1st Reading Ordinance Change for Setback of Front Yard

Discussion: Ordinance to Establish Regulations for Short Term Property Rentals c. Report

Vacant Property

Councilwoman Renee Azelby

Reports

Municipal Court Report

Fire Report iii. Police Dept. Report

Councilman Armand Bianchini

Reports

Councilman Jim Quinn

Res. 51 A Resolution to Award Two (2) Year Emergency Tree Work Contract

Res. 52 A Resolution to Authorize the Clerk to Bid for 2018 Tree Trimming Contract

Discussion: Burlington County Energy Aggregate

Reports

Communications Committee

Councilman Kirk Fullerton

O-2018-03 2nd Reading Capital Ordinance

Res. 54 A Resolution to Authorize the Mayor to Execute Documents Concerning Edmunds WIPP

Res. 55 A Resolution Authorizing the Sale of Bond Notes

Mayor Suzanne Cairns Wells

Res. 53 A Resolution to Reappoint Michelle Hack as Registered Municipal Clerk b. Reports

Old Business

**BOROUGH OF RIVERTON
A G E N D A**

Closed Session

By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

New Business

Adjournment

BOROUGH OF RIVERTON

August 21, 2018

Meeting called to order
Salute to the Flag
Open Public Meetings Notice Act Statement-Mayor Cairns Wells
Clerk's Report
Roll Call
Minutes from July 17, 2018
Correspondence
Solicitor Report
Treasurer's, Finance Report & Bill List for approval
Proclamation: Mr. Ed Hartmann
Meeting Open to the Public
Adam Janowicz Report/Update

Councilman Bill Corbi

Res. 56 A Resolution to Authorize a Change Order # for MA2015-00530

Res. 57 A Resolution Authorizing the Mayor to Execute a Memorandum of Understanding with Cinnaminson
Fire Dept. c. DPW Reports

Councilman Ken Mills

O-2018-04 2nd Reading Ordinance Change for Setback of Front Yard b. Report
Vacant Property

Councilwoman Renee Azelby

Res. 61 A Resolution to Hire Andrew Beuschel as a Regular Patrolman

Reports
Municipal Court Report
Fire Report
Police Dept. Report

Councilman Armand Bianchini

Reports

Councilman Jim Quinn

Res. 58 A Resolution to Award a Contract for 2018 Tree Trimming Contract b. Reports
Communications Committee

Councilman Kirk Fullerton

Res. 59 A Resolution to Authorize 3rd Quarter Tax Payment Grace period
Res. 60 A Resolution Authorizing a Refund to Century 21 for a Dual Vacant Property Registration payment

Mayor Suzanne Cairns Wells

Dog Park
Fourth of July Committee Update
Finances

**BOROUGH OF RIVERTON
A G E N D A**

Safety Review Task Force
Reports

Old Business

Closed Session

By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

New Business

Adjournment

BOROUGH OF RIVERTON

September 18, 2018, 2018 at 7:00 PM

- I. Meeting called to order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. Clerk's Report**
 - a. Roll Call
 - b. August 21, 2018 open and closed
 - c. Correspondence
- V. Treasurer's, Finance Report & Bill List for approval**
- VI. Meeting Open to the Public**
 - a. Timothy Tyler Burlington County Clerk's Office Flag Presentation
- VII. Councilman Bill Corbi**
 - a. Res. 68 Accept T&M Proposal for Replacement of Influent Pump at the WWTF
 - b. Res. 69 Reject Bid for NJDOT MA2017-00530
 - c. DPW Report
- VIII. Councilman Ken Mills ABSENT**
- IX. Councilwoman Renee Azelby**
 - a. Res. 65 A Resolution to Hire Michael Carr as a Patrolman and Swearing In of Patrolman Michael Carr
 - b. Reports
 - i. Municipal Court Report
 - ii. Fire Report
 - iii. Police Dept. Report
- X. Councilman Armand Bianchini**
 - a. Res. 64 A Resolution Authorizing the Mayor to Execute an Indemnification Agreement with the County of Burlington for the 2019 Riverton Historic Criterium
 - b. Reports
- XI. Councilman Jim Quinn**
 - a. Phone services (Resolution #70 possible)
 - b. Political Party Affiliation Discussion
 - c. Reports
- XII. Councilman Kirk Fullerton**
 - a. Ordinance 05-2018 A Resolution to Amend the Salary Ordinance to Create the Position of a Deputy Tax Collector
 - b. Res. 66 A Resolution to Refund and Cancel Taxes for a Totally Disabled Veteran
 - c. Res. 62 A Resolution Authorizing a Refund to BRON for a Vacant Property Registration (100 Main)
 - d. Res 67 A Resolution to Appoint a Temporary Deputy Tax Collector
 - e. Report on Bond Sale from CFO
 - f.
- XIII. Mayor Suzanne Cairns Wells**
 - a. Res 63 Resolution Pertaining to Health Benefits for Retirees
 - b. Ordinance 06 To Adopt the New Employee Handbook
 - c. Vacant Property
 - d. Reports
- XIV. Old Business**
- XV. Solicitor's Report**
- XVI. Closed Session**
 - a. By motion only A Closed Session for Discussions pertaining to Ongoing Litigation
- XVII. New Business**
- XVIII. Adjournment**

BOROUGH OF RIVERTON
A G E N D A
October 16, 2018 at 7:00 PM

Meeting called to order

Salute to the Flag

Open Public Meetings Notice Act Statement-Mayor Cairns Wells

Clerk's Report

Roll Call

September 18, 2018 open and closed

Correspondence

Treasurer's, Finance Report & Bill List for approval

Meeting Open to the Public

Old Business

a. Riverton Dog Park

Presentation of File and Borough Reports and Agreement

Res. 76 A Resolution to Authorize the Mayor to Memorialize an Agreement with the Riverton Dog Park

Councilman Bill Corbi

Res. 72 A Resolution to Authorize the Hiring of Laborer for DPW

Volunteer Good/Accepting Service Recommendation

DPW Report

Councilman Ken Mills

a. Vacant Property

Councilwoman Renee Azelby

Res. 71 Curfew Resolution for October 30 & 31

Ordinance 07-2018 An Ordinance to Amend the Borough Code at Chapter 25-4 Cancellation Policy c.

Reports

Municipal Court Report

Fire Report iii. Police Dept. Report

Councilman Armand Bianchini

a. Reports

Councilman Jim Quinn

Res. 74 A Resolution Authorizing the Borough Clerk to Terminate Services with Line Systems Inc.

Res 75 A Resolution Authorizing the Acceptance of Synfone Inc. as the Telephone Provider for the Borough

Discussion: Student Representatives for Civic Engagement

b. Reports

Councilman Kirk Fullerton

a. Ordinance 05-2018 A Resolution to Amend the Salary Ordinance to Create the Position of a Deputy Tax Collector b.

Mayor Suzanne Cairns Wells

Res. 73 A Resolution to Authorize the Clerk to Go to Bid for Professional Services for 2019

BOROUGH OF RIVERTON

Res. 70 A Resolution Memorializing the Opposition to Elcon
Reports

Solicitor's Report

Closed Session

a. By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

New Business

Adjournment

BOROUGH OF RIVERTON
A G E N D A
November 28, 2018 at 7:00 PM

- I. Meeting called to order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. Clerk's Report**
 - a. Roll Call
 - b. October 16, 2018 open and closed
 - c. Correspondence
- V. Treasurer's, Finance Report & Bill List for approval VI.**
- Meeting Open to the Public**

- VII. Councilman Bill Corbi**
 - a. DPW Report

- VIII. Councilman Ken Mills**
 - a. Vacant Property

- IX. Councilwoman Renee Azelby**
 - a. Ordinance 07-2018 An Ordinance to Amend the Borough Code at Chapter 25-4 Cancellation Policy
 - b. Res.78 A Resolution Authorizing the Mayor to sign MOU
 - c. Reports
 - i. Municipal Court Report
 - ii. Fire Report
 - iii. Police Dept. Report iv. EMS Report

- X. Councilman Armand Bianchini**
 - a. Reports

- XI. Councilman Jim Quinn**
 - a. Discussion: Student Representatives for Civic Engagement
 - b. Hate Speech Letter Declaration
 - b. Reports

- XII. Councilman Kirk Fullerton**
 - a. Res. 79 Best Practices Review and Submission
 - b. Res. 81 Transfer

- XIII. Mayor Suzanne Cairns Wells**
 - a. TABLED: Ordinance 06-2018 Employee Handbook Ordinance
 - b. Res 80 Retiree Benefits resolution amendment

c. Res. 77 A Resolution Memorialize and Publish January 2019 meeting dates d. Reports

XIV. Solicitor's Report

XV. Closed Session

a. By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

XVI. New Business

XVII. Old Business

XVIII. Adjournment

BOROUGH OF RIVERTON
A G E N D A
December 18, 2018 at 7:00 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. November 28, 2018 open and closed
 - c. Correspondence

V. **Treasurer's, Finance Report & Bill List for approval VI.**
Meeting Open to the Public

VII. **Councilman Bill Corbi**

- a. DPW Report

VIII. **Councilman Ken Mills**

- a. Res. 82 A Resolution to Hire a Plumbing Inspector
- b. Report on Planning Board Resolution concerning the Dog Park
- c. Report on Master Plan Re-examination Adoption
- d. Vacant Property

IX. **Councilwoman Renee Azelby**

- a. Res 88 A Resolution to Approve A Membership Application to the NJ Firemen's Association (Dougherty)
- b. Res 89 A Resolution to Approve A Membership Application to the NJ Firemen's Association (DellaPenna) c.
Reports
 - i. Municipal Court Report
 - ii. Fire Report
 - iii. Police Dept. Report iv. EMS Report

X. **Councilman Armand Bianchini**

- a. Reports

XI. **Councilman Jim Quinn**

- a. Res. 86 A Resolution Authorizing the Clerk to advertise for Tree, Trunk and Stump Removals for Winter 2019
- b. Res. 87 A Resolution Authorizing the Mayor to enter into an Agreement with PE Academy/Zaun and Scirota b.
Reports

XII. **Councilman Kirk Fullerton**

- a. Res. 83 A Resolution to Appoint a Tax Collector
- b. Res. 85. A Resolution Authorizing the Cancellation and Refund of Taxes for a TDV c. **Possible Res.**
Transfer

XIII. **Mayor Suzanne Cairns Wells**

- a. 2nd Reading: Ordinance 06-2018 Employee Handbook Ordinance
- b. Res. 84 A Resolution Authorizing the Release of Certain Closed Session Minutes

c. Amending Resolution 80-2018

d. Reports

XIV. Solicitor's Report

XV. Closed Session

a. By motion only A Closed Session for Discussions pertaining to Ongoing Litigation

XVI. New Business

XVII. Old Business

XVIII. Adjournment

**BOROUGH OF RIVERTON
2018 REORGANIZATION MEETING
JANUARY 4, 2018x 7:00pm**

Mayor Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack call roll call to confirm the following members were present: Ms. Renee Azelby, Mr. Armand Bianchini, Ms. Suzanne Cairns Wells, Mr. Bill Corbi, Mr. Kirk Fullerton, Mr. Kenneth Mills and Mr. James Quinn.

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 Sunday December 3, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Wednesday November 29, 2017
- c. Posting written notice on the Official Bulletin Board on Wednesday November 29, 2017

Mayor Cairns Wells called for the Oath of Office to be administered to Kenneth Mills as a Councilman for the Borough of Riverton. Mr. Tom Coleman, Esquire conducted the Oath.

Mayor Cairns Wells called for the Oath of Office to be administered to James Quinn as a Councilman for the Borough of Riverton. The Honorable Troy Singleton conducted the Oath.

Mayor Cairns Wells asked for a nomination for Council President. Mr. Corbi was nominated by Mr. Bianchini and Ms. Azelby provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells called for the Oath of Office to be administered to William Corbi as a Council President for the Borough of Riverton. Mr. Tom Coleman, Esquire conducted the Oath.

Ms. Hack presented a Consent Agenda to Council for approval containing Resolutions 1-12. After a review of the resolutions presented, Resolution 2I was requested to be removed due to potential conflict. This resolution will be voted on independently. A motion to approve the consent agenda without 2I was made by Mr. Corbi and seconded by Mr. Fullerton. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

CONSENT AGENDA: The Resolutions listed below were enacted on in a single motion. Motion was made by Mr. Corbi and Mr. Bianchini seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RES. #1-2018 (IN FULL IN RESOLUTION BOOK)
TEMPORARY APPROPRIATIONS FOR THE YEAR 2018
(REPRESENTATIVE OF 26.25% OF LAST YEAR'S TOTAL BUDGET)**

RES. #2-2018(IN FULL IN RESOLUTION BOOK)

APPOINTING THOMAS J. COLEMAN, ESQUIRE AS THE MUNICIPAL SOLICITOR CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS

**RES. #2A-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTING WILLIAM LONG, PE OF THE ALAIMO GROUP AS THE BOROUGH ENGINEER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS**

**RES. #2B-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTING TAMARA LEE AS THE BOROUGH PLANNER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS**

**RES. #2C-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTING T&M ASSOCIATES AS THE WASTEWATER TREATMENT PLANT ENGINEER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS**

**RES. #2D-2018
APPOINTING ENVIRONMENTAL RESOLUTIONS INC. (ERI) AS THE CONSULTING BOROUGH ENGINEER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS
(IN FULL IN RESOLUTION BOOK)**

**RES. #2G-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTING THE INVERSO & STEWART, ROB INVERSO AS MUNICIPAL AUDITOR CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS**

**RES. #2H-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTING NEW JERSEY ANIMAL CONTROL (NJAC) AS THE MUNICIPAL ANIMAL CONTROL OFFICER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY LAWS**

**RES. #3-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTMENT OF 2018 BOROUGH OFFICIALS**

**RES. #4-2018 (IN FULL IN RESOLUTION BOOK)
MAYORAL APPOINTMENT'S TO 2018 BOROUGH BOARDS AND COMMITTEES**

**RES. #5-2018 (IN FULL IN RESOLUTION BOOK)
AUTHORIZING AN OFFICIAL NEWSPAPER AND SECONDARY NEWSPAPER (BURLINGTON COUNTY TIMES)**

**RES. #6-2018 (IN FULL IN RESOLUTION BOOK)
FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES AND SEWER FOR 2018**

**RES. #7-2018 (IN FULL IN RESOLUTION BOOK)
AUTHORIZING OFFICIAL DEPOSITORIES FOR THE BOROUGH**

RES. #8-2018(IN FULL IN RESOLUTION BOOK)

DESIGNATING AN EMPLOYEE TO SERVE AS THE PUBLIC AGENCY COMPLIANCE OFFICER

**RES. #9-2018(IN FULL IN RESOLUTION BOOK) AUTHORIZING
A CASH MANAGEMENT PLAN**

**RES. #10-2018 (IN FULL IN RESOLUTION BOOK)
ADOPTING THE 2018 MEETING DATES AND TIMES FOR RIVERTON BOROUGH MAYOR AND COUNCIL
RES. #11-2018(IN FULL IN RESOLUTION BOOK)
AUTHORIZING THE SOLICITOR OF THE BOROUGH OF RIVERTON THE BOROUGH OF RIVERTON TO FILE
APPEALS, OMITTED AN ADDED ASSESSMENTS APPEALS, AND ROLLBACK COMPLAINTS WITH THE
BURLINGTON COUNTY BOARD OF TAXATION**

**RES. #12-2018 (IN FULL IN RESOLUTION BOOK)
APPOINTMENTS TO THE RIVER ROUTE ADVISORY COMMITTEE 2018 (4
APPOINTEES, 1 YEAR TERM EACH)**

RES. #21-2018

(IN FULL IN RESOLUTION BOOK)

**APPOINTING THE MUNICIPAL INSURANCE BROKER CONTRACT SUBJECT TO COMPLIANCE WITH PAY-TO-PLAY
LAWS**

Mr. Bianchini read the resolution above by title only and made a motion to approve. Mr. Fullerton seconded his motion. ROLL CALL: Ms. Azelby abstain, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells read the 2018 Borough Council Departmental appointments with the first member being named the Chair:

Finance/Insurance:	Fullerton, Azelby, Quinn
Park & Rec/Econ Dev:	Bianchini, Corbi, Fullerton
Public Safety/Bd of Health	Azelby, Corbi, Mills
Public Works	Corbi, Azelby, Bianchini
Shade Tree/School	Quinn, Fullerton, Cairns- Wells
Admin/HR	Cairns-Wells, Bianchini, Mills
Code Enf/Planning	Mills, Quinn, Cairns-Wells
Environmental	Fullerton

2018 Mayoral Appointments to Boards and Committees

Planning Board Class I (Mayor) (Term 1 Year)	Suzanne Cairns Wells
Planning Board Class II (Borough Employee)	Mary Lodato

(Term 1 Year)

Planning Board Class III (Council Member)
(Term 1 Years)

Kenneth Mills

Planning Board Class IV (Member of the Public)
(Term 4 Years to expire 12-31-2021)

Reappointment of
Joe Threston

Planning Board Class IV
(member of the Public to fulfill unexpired term of K. Mills)
Term of 4 years to expire 12-31-2019

Robert Martin

Planning Board Alt.1
(member of the Public to fulfill unexpired term of Robert Martin)
Term of 2 years to expire 12-31-2018

Richard Gaughan

Planning Board Alternate 2
(member of the Public to fulfill vacancy of Rich Gaughan)
Term of 2 years to expire 12-31-2018

Ray Pasckiewicz

Planning Board Alternate 3
Term of 2 years to expire 12-31-2019

Rebecca Reis

Planning Board Alternate 4
Term 2 years

vacant

Shade Tree Board
Term of 3 years to expire 12-31-2019

Barry Emens

Environmental Commission
(*Must be 1 member of the Planning Board to serve as PB Liaison)
(Term of 2 years to expire 12-31-2018)

Kathy Simon, *Joe
Threston

Environmental Commission Alternates
(Term of 2 years to expire 12-31-2018)

Eric Crawbuck and Patricia
Devito

Board of Health Term of 3 years to expire 12-31-2019

Nancy Hall and Ann
Martin

Architectural Review Committee
(Term 4 Years to expire 12-31-2021)

Keith Wenig and a
Vacancy

Park & Recreation Advisory Committee
(Term 1 Year)

TBD

Veterans Affairs Committee
(Term 1 Year)

William Brown and Robert
Smyth

Mr. Michael Kinzler was recognized by Mayor and Council with an award for all of his dedication and work as Councilman, and Council President on the Borough budgets for so many years. Mr. Kinzler accepted the award and offered assistance to help in the upcoming budget and thanked the Borough Council for all their support in working as a team on the budget. He also acknowledged the work of the Borough employees, which he complimented on their knowledge and professionalism. He extended best wishes to Mr. Adams as he prepares for the Certified Public Works Manager position.

PUBLIC SESSION

Mayor Cairns Wells opened the meeting to the public. Mr. Don Dietz was present to question to the adoption of the Ordinance to permit a limited brewery in the Borough. He described himself as a traditionalist and stated he doesn't like to see change occur in the Borough. He asked for an explanation how a town can be dry could serve beer. Mayor Cairns Wells responded that she appreciates his position and truly understands his concern. She stated Council heavily considered the "traditionalist" point of view. This was discussed at several meetings from September through December, including the Planning Board, on social media, and three articles in the Burlington County Times. With questions on a "dry" town serving beer, Mr. Coleman explained the differences in a limited brewery and a liquor license.

The Mayor also acknowledged and thanked all of the volunteers, colleagues on Council and Borough employees for working to improve the Borough

Ms. Azelby made a motion to adjourn which was seconded by Mr. Corbi. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
JANUARY 17, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm the following members were present: Ms. Renee Azelby, Mr. Armand Bianchini, Ms. Suzanne Cairns Wells, Mr. Bill Corbi, Mr. Kirk Fullerton, Mr. Kenneth Mills and Mr. James Quinn. All saluted the Flag.

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 Sunday December 3, 2018
- a. Forwarding written notice to the Courier Post for informational purposes only on Wednesday November 29, 2017
- b. Posting written notice on the Official Bulletin Board on Wednesday November 29, 2017

Due to the absence of Ms. Hack, December 2017 minutes will be approved next month.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on January 15, 2018. Mr. Bianchini provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #13-2018

**A RESOLUTION TO AMEND THE 2018 TEMPORARY BUDGET FOR SHADE TREE APPROPRIATIONS
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

SOLICITORS REPORT

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment however no one came forward to speak therefore closing the public portion.

RESOLUTION #14-2018

**A RESOLUTION AWARDING CONTRACT TO GARY KUBIAK & SON ELECTRIC FOR THE REPLACEMENT OF AN
EMERGENCY GENERATOR AT THE SEWER PLANT
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only and made a motion for approval. Mr. Fullerton provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

DECEMBER 2017 PUBLIC WORKS REPORT

DPW: Leaves are completed with a total for December was 1290 cubic yards. Total for year 3045 cubic yards; Brush cleaned up entire town before Christmas. Two brush dumpsters in Dec. Total for year 49. Town swept eight times completely. From June to Dec, 752 miles 323 cubic yds. of debris. Dec 13 snowstorm salted town. Nine yds. of salt. Dec 15 snowstorm salted twice, plowed once 12 yds. of salt. Dec 30 snowstorm salted town. 19.5 yds. of salt. Jan 4 snowstorm salted and plowed twice. 24 yds. of salt. Jan 8 ice storm salted town 7.5 yds. of salt. There were six storms in one month's time Dec 9. to Thur. Jan 8. Total salt used was 91.5 cubic yards, which equals 128 tons. The County has been billed for six storms \$2070.00. Total for year \$2587.50. Annual safety training was completed: confined space, lock out tag out, blood borne pathogens, fire extinguisher training. **PARK:** Fertilizer applied to entire park. Fertilizer applied for soil amendment in center of park specifically, the new sod. **SEWER:** six sewer calls home owners problem. On Jan 9, SBR #2 had a two inch rust hole approximately 12 feet off the ground in which the sewer engineer recommended calling Municipal Maintenance to make the necessary repair by welding a 6 x 6 metal plate on outside of tank.

RESOLUTION# 15-2018

**A RESOLUTION TO AUTHORIZE THE HIRING OF A POLICE OFFICER
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only and made a motion for approval to hire Mr. Matthew Plisak for the position of patrol officer. Mr. Bianchini provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye. Mr. Coleman conducted the swearing in of Mr. Plisak.

RESOLUTION# 16-2018

**A RESOLUTION TO AUTHORIZE THE ANNUAL BOOT DRIVE FOR THE RIVERTON FIRE DEPARTMENT
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only and made a motion for approval. Mr. Mills seconded her motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Azelby read the fire and court reports and Chief Shaw read the police report.

RESOLUTION #17-2018

**A RESOLUTION TO FILL THE POSITION OF A MARKETING COMMUNICATIONS CLERK
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read the above resolution by title only and made a motion for approval. Mr. Fullerton provided the second. Mr. Bianchini stated that after interviewing several candidate it was clear that Ms. Allison Vetter, of Riverton was best suited for the position. A letter of part-time employment will be issued to Ms. Vetter noting the stipend to be \$3500.00 per annum. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #18-2018

**A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT FOR THE RECREATIONAL SUMMER
DAY CAMP AT RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read the above resolution by title only and made a motion for approval. Mr. Corbi provided the second. This is the annual agreement with Mr. Zaub and Mr. Scirotto of Riverton School for month of July.
ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #19-2018

**A RESOLUTION AUTHORIZING THE REFUND OF ESCROW BALANCE FOR THE WITHDRAW OF A PLANNING BOARD APPLICATION
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the above resolution by title only and made a motion for approval. Mr. Mills provided the second. There was an application submitted to the Planning Board by Mr. and Mrs. Smith of 503 Bank Avenue.
ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #20-2018

**A RESOLUTION AUTHORIZING BUDGET APPROPRIATION TRANSFERS IN JANUARY 2018
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the above resolution by title only and made a motion for approval. Mr. Bianchini provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #21-2018

**A RESOLUTION TO AUTHORIZE THE AWARD OF A TREE REMOVAL CONTRACT TO EASTERN ENVIRONMENTAL
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the above resolution by title only and made a motion for approval. Mr. Bianchini provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Suzanne Cairns Wells read the vacant property report.

ADJOURNMENT

Ms. Azelby made a motion to adjourn which was seconded by Mr. Corbi. All voted in the affirmative.

Respectfully submitted,



Nicole Chicone Shively Deputy
Clerk **BOROUGH OF
RIVERTON**

**REGULAR MONTHLY MEETING
FEBRUARY 20, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. There was a roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton absent, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag.

Other Borough Officials present: Mr. Keith Adams, Solicitor Tom Coleman, Chief John Shaw.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

Minutes from December 8, 2017, December 27, 2018, January 3, 2018, and January 17, 2018 were submitted for approval. Mr. Corbi made a motion to approve the minutes for both December meetings. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills abstain, Mr. Quinn abstain.

Ms. Azelby motioned to approve the minutes from January 2018, reorganization and regular meeting minutes from January 3 and 17, 2018 respectively. Mr. Bianchini seconded her motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills abstain, Mr. Quinn abstain.

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

Ms. Azelby read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on February 19, 2018. Mr. Mills provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

SOLICITORS REPORT

Mr. Coleman deferred his report for closed session to discuss ongoing litigation concerning Affordable Housing.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. Ed McAndrews of Cedar Street stated that people park their cars in front of, and block his driveway. There was a discussion if painted lines and signs would be appropriate. The Public Safety Committee will review this and report to Council.

Mr. Bob Hicks of Cinnaminson stated that he commends the Chief Police, Officers and Borough Council in all of their endeavors. No additional residents came forward to speak therefore closing the public portion.

RESOLUTION #23-2018

**A RESOLUTION TO AUTHORIZE MAYOR TO ENTER INTO COUNTY AGREEMENT FOR MOSQUITO CONTROL
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded his motion. Mr. Quinn asked questions concerning chemical usage and if alternatives are available. Mr. Corbi mentioned this is an annual agreement that is given by the County and throughout the County however he will provide further information next month. Therefore, this resolution was tabled for March 20, 2018.

RESOLUTION #22-2018
A RESOLUTION TO AUTHORIZE ALAIMO TO GO TO BID FOR MA2017-00598
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution above by title only and made a motion to approve. Mr. Bianchini provided the second. Mr. Corbi clarified this is for Beechwood and Homewood and may include an alternate bid for improvements to various intersections throughout town. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye

JANUARY 2018 PUBLIC WORKS REPORT

ROADS: Collected brush and leaves each, four times on the river side, and three 3 times 130 side; requiring a total of three brush dumpsters in January and four loads of leaves hauled to farm from PW yard. Patched potholes twice around town and still working on this during nice weather. Two loads of salt delivered. Two small storms Jan. 17 and Feb. 9; 9yds or 12.5 tons of salt used. Fixed 2 broken benches in town. Worked on public works vehicles. (salt spreaders, snow plows, truck lighting, paint side boards on dumps, etc.) Case loader serviced by Case. In the process of making trays for police cars. **PARKS:** Cleaned up leaves around tennis courts and baseball fields 3 and 4. Still have to finish baseball fields 1 and 2.; Ordered sign for numbering baseball fields. **SEWER:** 12 sewer calls: 10 homeowners' problem and two were Borough's mains. SBR electric blower motor seized up. Brad ordered a new one, and it was fixed on Feb. 14.

RESOLUTION #24-2018
A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING TO MAKE A JOINT PURCHASE OF RADIOS FOR RIVERTON FIRE DEPARTMENT
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded her motion. Ms Azelby explained this is an affordable option opposed to the Borough having to purchase straight out. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Azelby read the Fire and Court reports. Chief Shaw read his Police report. Ms. Azelby shared the Volunteer for Services form as submitted by Mr. Adam Janowicz concerning his Eagle Scout Project. Mr. Janowicz is not prepared to start the project as the Eagle Scouts must approve of the project and will need the Borough to sign an approval form acknowledging they become the beneficiary of the service provided by Mr. Janowicz. Mr. Janowicz reported that he is in need of funding for this project and requests the Borough's aid in financing this effort. Council responded that they do not budget funding for Eagle Scout projects nor has this ever been requested. Mr. Janowicz will do further research to explore the costs of paint and supplies and report back to Council. In the interim, the Borough will sign the documentation needed for the Eagle Scout approval.

RESOLUTION #28-2018
A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN AS THE BENEFICIARY OF THE EAGLE SCOUT PROJECT SLATED BY ADAM JANOWICZ

(IN FULL IN RESOLUTION BOOK)

Mr. Quinn read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded his motion. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye

RESOLUTION #25-2018

A RESOLUTION TO AUTHORIZE BUDGET TRANSFERS FOR FEBRUARY 2018

(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution above by title only and made a motion to approve. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye

RESOLUTION #26-2018

A RESOLUTION TO APPOINT M. KINZLER AS FINANCE CONSULTANT

(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution above by title only and made a motion to approve. Mr. Quinn seconded his motion. This resolution provides for the Finance Committee to rely on Mr. Kinzler for advice for the 2018 Municipal Budget. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye

Mayor Suzanne Cairns Wells read the vacant property report.

RESOLUTION #27-2018

A RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO ENTER INTO A CLOSED SESSION FOR A

DISCUSSION OF ONGOING LITIGATION

(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution above by title only and made a motion to approve. Mr. Mills provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye

Motion to exit closed session by Ms. Azelby and seconded by Mr. Bianchini. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved.

ADJOURNMENT

Ms. Azelby made a motion to adjourn which was seconded by Mr. Corbi. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively
Deputy Borough Clerk

**BOROUGH OF RIVERTON
BUDGET WORKSHOP MEETING
MARCH 3, 2018 at 9:00am**

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials Present: Keith Adams, Dawn Bass, Chief Shaw, Rob Inverso, Auditor, Mr. Mike Kinzler as Borough Finance Consultant.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

Mr. Fullerton distributed a draft worksheet that Council reviewed and discussed by department. Below is a breakdown of requests for Capital Improvements were agreed upon:

Public Works Equipment:	\$20, 200 (snow plow, lawn mower and fork attachments, asphalt tamper)
Road Projects:	\$284,705 (Homewood, Beechwood, alternate areas TBD)
Police Dept. Equipment:	\$10,392 (computers and other equipment)
Sewer Equipment:	\$212,450 (pumps and tank repair)
Fire Dept. Equipment:	\$15,000 (12 air cylinders)

Additions and upgrades for the Borough Hall include introducing WIPP, through Edmunds, that allows residents to pay their taxes and utilities online. There will not be credit card fees for the Borough however there are fees which the resident will incur based upon their payment method. This service will cost \$1200 in 2018 an annual maintenance of \$600. Additionally, Ms. Hack requested the purchase of 2-3 Motorola scanners that are compatible with Edmunds. However, Mr. Fullerton and Ms. Hack agreed to purchase a single scanner this year for the Tax Collector, and purchase the remainder over the next two years. Ms. Hack also requested a new computer and printer workstation as the current system in her office is from 2007 at roughly \$900.00.

Mr. Adams is on track to complete his CPWM program at Rutgers and will continue classes in 2018, this shall be reflected in the 2018 municipal budget.

The Shade Tree Board budget shall increase from \$45, 000 to \$51,000. This increase covers Emerald Ash Borer treatments in 2018 in addition to the regular purchasing of trees, and contracts for planting, trimmings and removals.

Ms. Hack submitted a succession plan for the Tax Office to include the Finance Clerk attending school for become a Certified Tax Collector as this is a statutory position. She will attend Rutgers in 2018-19 and take over some of the regular Tax Collector duties. She is eligible to receive an additional salary of \$2500 per annum for the role of Tax Clerk, and officially serve as Deputy Tax Collector. Mr. Kinzler asked Council to research an alternative for WIPP, to find a better rate. Mr. Fullerton agreed to explore this.

A discussion of employee raises was agreed upon at 2.5% in the exception of Mr. Cramer in Public Works shall receive 5% and Ms. Rosso, CTC shall receive 5% on her Tax Collector salary.

Overall, there should be nomunicipal tax increase to residents due to money returned to surplus, and an increase of 2017 collection rates.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment however; no residents came forward to speak therefore closing the public portion.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively

Nicole Chicone Shively, Deputy Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
MARCH 20, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES

Minutes from February 20, 2018 and were submitted for approval. Mr. Bianchini made a motion to approve the minutes. Mr. Corbi seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on March 19, 2018. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

SOLICITORS REPORT

Mr. Coleman deferred his report for closed session to discuss ongoing litigation concerning Affordable Housing.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. Mr. Ed McAndrew of Cedar Street stated that he is returning to Council concerning the parking in front of his house. He was advised that the Public Safety Committee agreed to paint no more than two-three feet of the curb yellow, on both sides of his driveway. No signage will be placed. Emily Cooper of Broad Street commented on the Borough website; she offered suggestions to improve the "minutes" section. Council acknowledged her suggestions and will look into a better search feature.

Representatives from the County of Burlington Energy Aggregate were present to discuss the Borough becoming part of the energy aggregate program. Borough Council expressed their concerns of joining this and therefore it would force residents into the program. Mr. Quinn agreed to conduct further research on this and will report to Council prior to the Borough considering introducing this as an Ordinance.

No additional residents came forward to speak therefore closing the public portion.

RESOLUTION #33-2018
A RESOLUTION TO APPOINT A FULL TIME PATROLMAN
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution above by title only and made a motion to approve. This resolution provides for the appointment of Robert Gravener as a Patrolman in the Borough of Riverton. Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye. Mr. Coleman conducted the swearing in of Officer Gravener.

RESOLUTION #23-2018
A RESOLUTION TO AUTHORIZE MAYOR TO ENTER INTO COUNTY AGREEMENT FOR MOSQUITO CONTROL
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution above by title only and made a motion to approve and Mr. Mills seconded his motion. This resolution was tabled at the February 20, 2018 meeting. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #29-2018
A RESOLUTION TO APPOINT A CERTIFIED RECYCLE COORDINATOR
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution above by title only and made a motion to approve; Mr. Bianchini provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

FEBRUARY 2018 PUBLIC WORKS REPORT

DPW: 1 Brush dumpster (11 from March). Brush collected twice and the leaves collected once through the entire town; Filled potholes (town-wide); Finished building trays for our police cars, March 2nd nor'easter storm caused the loss of 2 borough trees: 7th St. and Elm Terrace public works cleaned up and Elm Terrace and Broad St. contractor removed and public works cleaned up. March 7th nor'easter snowstorm caused 28 borough trees that had to be addressed (from removing them to cleaning up branches). Two borough trees were worked on by contractor: Broad and Lippincott trimmed, Cedar and Laurel were removed. Both were cleaned up by public works. The whole town's brush has been picked up once since the storm. PARKS: Finished cleaning up leaves; Installed 4 signs on backstops; Easter egg hunt will be at the park on March 31st at 10:00 am. SEWER: 2 sewer calls: (1) back yard of Elm Ave. Contractor was called in to jet the line. (2) homeowner's problem.

RESOLUTION #31-2018
A RESOLUTION TO APPOINT COREY E. AHART, ESQUIRE AS MUNICIPAL COURT JUDGE
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded her motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Azelby read the Fire and Court reports. Chief Shaw read his Police report.

**RESOLUTION #35-2018
BUDGET INTRODUCTION
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution above by title only and made a motion to approve and Ms. Azelby provided the second. The budget will be published in the Official Newspaper on April 5 and a Public Hearing will be held prior to adoption on April 17, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RESOLUTION #36-2018
A RESOLUTION TO AUTHORIZE BUDGET TRANSFERS FOR MARCH 2018
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution above by title only and made a motion to approve. Mr. Corbi seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RESOLUTION #37-2018
A RESOLUTION TO AMEND THE 2018 TEMPORARY MUNICIPAL BUDGET
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution above by title only and made a motion to approve. Mr. Corbi seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RESOLUTION #38-2018
A RESOLUTION TO MEMORIALIZE SELF EXAMINATION THE 2018 TEMPORARY MUNICIPAL BUDGET
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution above by title only and made a motion to approve. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RESOLUTION #30-2018
A RESOLUTION AUTHORIZING THE REFUND OF \$500 TO PHS FOR FIELD USAGE AT RIVERTON
MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)**

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

**ORDINANCE O-2018-01
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP
BANK FOR CALENDAR YEAR 2017 (N.J.S.A. 40a:4-45.14)
(FULL ORDINACNE IN ORDINANCE BOOK)**

Mr. Fullerton read the ordinance above by title only and made a motion to approve and Ms. Azelby provided the second. Public Notice of this ordinance will be published in the Official Newspaper that a Public Hearing

will be held prior to adoption on April 17, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #32-2018
A RESOLUTION AUTHORIZING THE PURCHASE OF MATERIALS FOR PLAYGROUND IMPROVEMENTS
AT RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)

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

RESOLUTION #34-2018
A RESOLUTION AUTHORIZING THE BOROUGH COUNCIL TO ENTER INTO A CLOSED SESSION FOR A
DISCUSSION OF ONGOING LITIGATION
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution above by title only and asked for a motion. Ms. Azelby made a motion to approve which Mr. Fullerton provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by Mr. Fullerton. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

Mayor Suzanne Cairns Wells read the vacant property report and updated Council on the status of Ms. Hack's condition and her availability at home. She read a legal opinion from the Borough's Labor Attorney, Ms. Garica that states "Unless subject to an exception enumerated under 29 C.F.R. § 541.602(b), an exempt employee must receive their full salary if the employee performs any work in a given week without regard to the number of days or hours worked. 29 C.F.R. § 541.602(a)(1)."

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively

Nicole Chicone Shively, Deputy Borough Clerk

BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
APRIL 17, 2018 at 7:00pm

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES

Minutes from March 3, 2017 and March 20, 2018 were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on April 16, 2018. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

SOLICITORS REPORT

Mr. Coleman deferred his report for closed session to discuss ongoing litigation concerning Affordable Housing.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment.

- Ms. Amy Maute and Ms. Leah Falicki from the Riverton School PTO Color Run of 2016, would like to donate a bench (possibly 2) to the park. Council agreed that Public Works can install, but must be the type of bench that be cemented into the ground. Public Works will install.
- Ms. Sharon Stokes of Elm Terrace asked Council to support "Anti-Gun Violence Day" and provided an example of possibly on June 1st by wearing orange ribbons. Council responded they would be interested but asked for more information from Ms. Stokes.
- Mr. Dave Anderson of Thomas Avenue has a sewer issue that he previously addresses to Mayor Cairns Wells suggesting a maintenance plan is set forth due to constant backups. Mr. Corbi stated that no other residents have complained, and a clear out was conducted a couple of weeks prior, although he is willing to consider a video of the pipe to see if there is an issue on the Borough's end.

No additional residents came forward to speak therefore closing the public portion.

MARCH 2018 PUBLIC WORKS REPORT

DPW: Collected brush twice and leaves once throughout entire town, 19 brush dumpsters. Snowstorm on March 20 through the 22 salted and plowed used 31.5 yds. of salt (44 tons). Patch potholes will be continuing. All employees had first aid and CPR training. Reported locations of 24 gas lamps for repair by PSE&G. Painted curbs at 702 Cedar St. Egg hunt on March 30 went very well. American Asphalt started working on punch list on Church Ln., Maple Ln., and Carriage House Ln. PARKS: Worked on baseball field for 4 days; Bathrooms are open; Installed new toilet paper holders and 2 baby changing tables. Cut park once. SEWER: Out of 6 sewer calls, 4 were home owners' problem. The other two were jetted Broad & Thomas and 4th & Thomas.

ORDINANCE O-2018-02 1ST

READING:

AN ORDINANCE AMENDING LAND DEVELOPMENT BONDING (IN FULL IN ORDINANCE BOOK)

Mr. Mills read the ordinance above by title only and motioned for approval; to which Mr. Bianchini seconded his motion. Solicitor Coleman explained that upon adoption of this ordinance the Borough Code will be in compliance with New Jersey Municipal Land Use Law concerning performance bonds and collection of developer fees. Public Notice will be provided in the Official Newspaper of a Public Hearing to be held on May 15, 2018. Mr. Mills will also present this ordinance to the Planning Board for their review and comments. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Mills reported that changes to the New Jersey UCC fees have been posted to Riverton's website and social media.

RESOLUTION #38.1 - 2018

A RESOLUTION TO MEMORIALIZE VACATION TIME FOR SUSAN WOMPIERSKI (IN FULL IN RESOLUTION BOOK)

Ms. Wompierski was issued a Rice Notice on 4/11/2018 and signed for this discussion to be held in a public session, which is on file in the Clerk's Office. Ms. Azelby read the resolution above by title only and made a motion to approve. Mr. Mills provided the second. Ms. Azelby stated that the time off granted to Ms. Wompierski has never been memorialized during her 16-year career with the Borough. Ms. Azelby made the request for 76 hours of vacation time and 30 hours sick time. This requested prompted discussions on time off expectations for other part time employees, the reward of longevity was abolished, and using the handbook as criteria for establishing time off. Ms. Azelby explained why Ms. Wompierski believed she was not under the guidance of the Employee Handbook. Mayor and Council disagreed with this and stated that the Borough's Special Labor Council also disagrees with this assessment; Ms. Wompierski is most definitely subject to the terms and conditions of the Handbook. Council agreed to grant the proposed time off to Ms. Wompierski, however part of this approval is the stipulation that this action is considered a temporary deviation from the Employee Handbook until a revised updated Employee Handbook becomes available. The new handbook shall address part time employee uniformity concerning time off. ROLL CALL: Ms. Azelby aye, Mr. Bianchini abstain, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #42-2018

A RESOLUTION TO APPOINT MEMBERS OF THE TRI BORO COMMUNITY EMERGENCY RESPONSE TEAM (IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution above by title only and made a motion to approve. Mr. Fullerton seconded her motion. The CERT members are as names: Lisa Threston, Joe Threston, and Cindy Vee. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #44-2018
A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN FOR BLUE LIGHT FOR JOHN CHRUPCALA
(IN FULL IN RESOLUTION BOOK)

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

Ms. Azelby read the Fire and Court reports. Chief Shaw read his Police report, he invited everyone to support the Riverton Police Department on their Special Olympic Torch Run fundraising efforts on April 28th dinner at the Orange Blossom..

RESOLUTION #43-2018
AUTHORIZING TRU GREEN TO TREAT BOROUGH SHADE TREES FOR EMERALD ASH BORER
(IN FULL IN RESOLUTION BOOK)

Mr. Quinn read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #40-2018
A RESOLUTION TO ADOPT THE 2018 MUNICIPAL BUDGET
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution above by title only, motioned for approval and Mr. Mills provided the second. Mayor Cairns Wells opened the floor for the Public Hearing pertaining 2018 Municipal Budget. No one came forth to speak therefore closing the public portion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

ORDINANCE O-2018-01
2nd READING
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP
BANK FOR CALENDAR YEAR 2017 (N.J.S.A. 40a:4-45.14)
(FULL ORDINANCE IN ORDINANCE BOOK)

Mr. Fullerton read the ordinance above by title only and made a motion to adopt. Mr. Corbi provided the second. Mayor Cairns Wells opened the floor for the Public Hearing pertaining to this ordinance. No one came forth to speak therefore closing the public portion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #39-2018
A RESOLUTION TO AUTHORIZE THE DISPOSAL OF SURPLUS PROPERTY
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution above by title only, motioned for approval and Ms. Azelby seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #41-2018
A RESOLUTION TO MEMORIALIZE THE SALARY FOR BOROUGH EMPLOYEES FOR 2018
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution above by title only, motioned for approval and Mr. Corbi seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #39-2018
A RESOLUTION TO AUTHORIZE THE SALE OF SURPLUS GOODS ON GOV DEALS
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution above by title only and made a motion to approve. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing and 410 Main Street. Ms. Azelby made a motion to approve which Mr. Corbi provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by Mr. Corbi, all approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

Mayor Suzanne Cairns Wells read the vacant property report.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Fullerton seconded. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively

Nicole Chicone Shively, Deputy Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
MAY 15, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Deputy Clerk, Nicole Chicone Shively called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Also present was Mr. Keith Adams and Chief John Shaw. Mr. Coleman was not present.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from April 17, 2018 were submitted for approval. Mr. Corbi made a motion to approve the minutes. Mr. Mills seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Hack sent a memo noting that the Borough is once again in 100% compliance with the submission of the Financial Disclosure Statement as required by the State of New Jersey Local Finance Division.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on May 21, 2018. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. Mr. Joe Creighton question the placement of park benches at Riverton Memorial Park. No one else came forward to speak therefore closing the public portion of this meeting.

RESOLUTION #45-2018

A RESOLUTION TO APPOINT KEITH ADAMS AS THE STORMWATER COORDINATOR FOR THR BOROUGH OF RIVERTON

(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Bianchin provided the second. Mr.

Corbi stated the resolution calls for the Borough to rely on Environmental Resolutions Inc. as the Planning Board engineer for assistance when necessary. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

APRIL 2018 PUBLIC WORKS REPORT

DPW: Six brush dumpsters, brush collected three times/leaves collected twice through entire town. Patched pot holes throughout; Recycling Tonnage grant, Clean Communities report and Storm water report each filed with proper State department; PSEG fixed all gas lamp in town and PSE&G is replacing gas line in town (7th St between Main & Cedar, Cedar St between 7th & Broad, Bank Ave between Thomas Ave & Linden Ave, Linden Ave between Broad St & Bank Ave. PARKS: Cut park three times; Prepared town and cleaned park for the NJ Arbor Day celebration on April 20. SEWER: Nine sewer calls: seven were homeowners' problem, and two of them were main lines that were jetted-Broad & Thomas, and 214 Thomas (as previously discussed); on April 27, Root 24 video camera filmed the main line from 216 to 208 Thomas Ave.

ORDINANCE O-2018-02 2ND

READING:

AN ORDINANCE AMENDING LAND DEVELOPMENT BONDING (IN FULL IN ORDINANCE BOOK)

Mr. Mills read the ordinance above by title only and motioned for approval; to which Mr. Corbi seconded his motion. The Mayor opened the floor for public comment however no one came forward to speak therefore closing the public portion. Public Notice of this hearing was published in the Official Newspaper on April 24, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Mills reported that he posed aforementioned ordinance to the Planning Board who in turn approved by resolution. He also provided the annual reporting, as required by the MLUL of the variances that were granted in 2017.

Ms. Azelby read the Court and Fire reports, Chief Shaw read the Police report.

Ms. Shively and Council discussed the procedure of spending for capital projects and acknowledged the need for a Capital Ordinance, so to that end Mr. Fullerton motioned approve the 2018 Capital Ordinance by title only and Mr. Bianchini provided the second. There was a discussion questioning the proper procedure in Mr. Coleman and Ms. Hack's absence for this ordinance, so there may need to be a repeal of said reading. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Bianchini gave an update on the Parks and Recreation Committee, which was tabled at the re organization meeting so the committee could be re-aligned. The Mayor appointed Mr. Joe Levin and Ms. Denise McGuckin, to the Committee as Mr. Bianchini requested.

RESOLUTION 46-2018

A RESOLUTION TO AUTHORIZE PAYMENT OF \$150 TO THE RECIPIENT OF THE 8TH GRADE CIVIC AWARD (IN FULL IN RESOLUTION BOOK)

Mr. Quinn read the resolution by title only and motioned to approve. Mr. Mills seconded his motion. The winner of this award will be announced at the 8th grade graduation ceremony held June 13, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Quinn stated the Riverton School adopted budget was approved and shared the summary page as approved by the State.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing and 410 Main Street. Ms. Azelby made a motion to approve which Mr. Mills provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by Mr. Mills, all approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

Mayor Suzanne Cairns Wells read the vacant property report.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Mills seconded. All voted in the affirmative.

Respectfully submitted,

Nicole Chicone Shively

Nicole Chicone Shively, Deputy Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
JUNE 19, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams and Chief John Shaw. Mr. Coleman was not present, Mr. Steve Raymond, Esquire was serving as Solicitor.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from May 15, 2018 were submitted for approval. Mr. Corbi made a motion to approve the minutes. Mr. Mills seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on June 18, 2018. Mr. Bianchini provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. No one came forward to speak therefore closing the public portion of this meeting.

RESOLUTION #50-2018

**A RESOLUTION TO AUTHORIZING THE MAYOR TO ENTER INTO A LOCAL SERVICE AGREEMENT WITH
PALMYRA BOROUGH FOR JETTER SERVICES
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the resolution by title only and motioned for its approval. Ms. Azelby provided the second. Mr. Corbi elaborated to say that Palmyra established this agreement to permit the Borough four one-time uses of their jetter with two operators at no cost, during business hours. However, there will be a charge of \$200 per hour extending beyond the four one-time uses and weekend and holidays. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Corbi gave an update on the roads program for Homewood and Beechwood Drives to say that he and Mr. Adams are working with Alaimo to develop the blue prints.

MAY 2018 PUBLIC WORKS REPORT

DPW: Collected brush 4 times through the entire town, resulting in 11 brush dumpsters; Swept street once through the entire town. Cleaned up town for town-wide yard sale, the garden tour, and the bike race. Installed mulch at war memorial and circle by train station. I completed all of the classes except for a refresher class and the state exam in October; Public Works personnel had a training course on the frontend loaders. The handicap ramps at Harrison and Thomas were replaced and paid for by Waste Management insurance carrier. Installed bike rack at town square. PARKS: Cut park six times; Irrigation system is on and functioning; Installed players' benches at basketball courts and installed pads on basketball poles. SEWER: Three sewer calls: two of which were the homeowners' responsibility, and the other was at 417 Thomas Ave, which was jetted. Generator is 85% completed. We are waiting for Cummins for startup.

Mr. Quinn took this time to commend Keith and Department of Public Works on the neatness of the town especially for the Criterium and the Porch Club Garden Tour events.

Mr. Mills provided the vacant property report.

RESOLUTION 49-2018 A RESOLUTION AUTHORIZING THE TRANSFER OF A JUNK TITLE (IN FULL IN RESOLUTION BOOK)

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

Ms. Azelby reported that the Borough is in receipt of refunds from Selective in the amounts of \$4,022 for the Borough and \$239 for the Fire Department. She stated the police contract negotiations for 2019-2021 are in the beginning stages. Ms. Azelby read the EMS, Court and Fire reports. Chief Shaw read the Police report.

Chief Shaw also reported on the success of the 2018 Torch Run and informed Mayor and Council that he was part of an in-service day at Riverton School to discuss an active shooter situation. He will be working further on developing a timeline to roll out strategies and policy with the school administration. Chief Shaw also provided an update on the Eagle Scout project of Adam Janowicz. He displayed an example of how the numbers will look, type of paint being used, and said they will be located in direct alignment with the residence's front door. Mr. Janowicz will be collecting donations from residents and seeking sponsors. The project is expecting him to cost \$750.

ORDINANCE O-2018-03 1ST READING A BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF RIVERTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING \$542,747 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$515,610 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF (IN FULL IN ORDINANCE BOOK)

Mr. Fullerton read the ordinance above by title only and motioned for approval; to which Mr. Bianchini seconded his motion. This is first reading of this ordinance. Notice of a Public Hearing and second reading to occur at the July 17, 2018 regular meeting will be published in the Official Newspaper. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Fullerton made a motion to repeal the May 15 reading of the Capital Ordinance as it was read in error and not yet prepared by Bond Counsel. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION 47-2018
A RESOLUTION TO MEMORIALIZE THE 2017 AUDIT FINDINGS AND RECOMMENDATIONS
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution by title only motioned to approve. Mr. Corbi seconded his motion. Mayor Cairns Wells commended the Finance Department on their role in minimizing the recommendations. The findings were supplied to each member in the packets and the 2017 Audit will be posted on the website. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Hack distributed a group affidavit that each member of the Governing Body must sign stating they are in receipt of the 2017 Audit findings. The Affidavit will be sent to the State of New Jersey.

RESOLUTION 48-2018
A RESOLUTION AUTHORIZING CHAPTER 159 TO INSERT REVENUES 2018 BUDGET
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution by title only and motioned for its approval. Mr. Corbi provided the second. This resolution is pertaining to 2017 Clean Communities and 2018 DWI grant monies. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Bianchini stated he purchased padding for the poles at the basketball using the Park Grant and it was an approved expenditure by the County.

Mr. Quinn reported that he is looking to start a Communications Committee that will observe and make recommendations as to the methods used by the Borough to disburse information. Mr. Mills volunteered to assist and they will reach out to Ms. Vetter, who oversees the Borough's social media. He also discussed that he continues to do research on the Burlington County Energy Aggregate and will have a recommendation for Council next month. Last, Mr. Quinn stated Ms. Hack is finalizing the Emergency Tree Services bid, which was authorized in 2017 and hopes to have a resolution to award a contract at the July meeting.

The Mayor appointed Mr. Matt DiLeo of Main Street to sit on the Parks and Recreation Committee. She also reported that she and the Administration Committee have a meeting scheduled with Ms. Elizabeth Garcia (Labor Counsel) concerning a draft copy of the new employee handbook. Revisions will be sent to Council when the draft is ready. Mayor Cairn Wells stated that she is in receipt of notification from Ms. Hack that her term of Borough Clerk is set to expire August 8, 2018 wherein she seeks direction to post for the position of Borough Clerk. The Administration Committee will discuss and make a recommendation for the July meeting.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing. Mr. Mills made the motion and Ms. Azelby provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by, Mr. Bianchini. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Mr. Fullerton made a motion to adjourn which Mr. Mills seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
JULY 17, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Solicitor Coleman, Nicole Chicone Shively and Clerk Michelle Hack.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from June 19, 2018 were submitted for approval. Mr. Corbi made a motion to approve the minutes. Mr. Mills seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on June 18, 2018. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. Mr. Richard Rossi of Beechwood asked about any tree removals related to the repaving Beechwood and Homewood. No trees will be removed as part of the plans for road construction. He also asked how the deed restriction works and if it can be removed as it pertains to the group home at 1005 Beechwood. Mr. Coleman explained that property and deed restriction are part of the required affordable housing requirement and is in place for 30 years.

Mr. Cliff DePeu of Linden Avenue informed Council that the Borough has an issue with dogs barking and jumping at him as he tries to walk. He provided Council with a website for data on dog bites and images of children who have been victims of dog bites. Ms. Azelby informed him that the police work to ensure leash laws are in effect at all times and he should call the police to report violations as they occur.

No one else came forward to speak therefore closing the public portion of this meeting.

Mr. Corbi gave an update on the roads program for Homewood and Beechwood as Alaimo is working to finalize the blue prints. He is also working with PSEG to better improve the gas flow on those same roads.

JUNE 2018 PUBLIC WORKS REPORT

DPW Collected brush three times entire town, five brush dumpsters; Swept entire town twice Cleaned up town for July 4th parade; Patched potholes; Installed mulch in flower bed Elm & Broad; Replaced DO NOT ENTER signs at 4th and Church. **PARK** Cut park three times; Cleaned up park before and after Concert in Park; New sand in sandboxes; Installed mulch around slide; Painted bike rack in park; On July 6th, we had a park clean up with the summer camp. Ordered and installed 6 yard signs (Curb and Leash your Dog) for the park. **SEWER** Four sewer calls: three homeowner problems/one main 223 Elm Ave; Shared service agreement is in affect with Palmyra for jetter service. Generator is almost completed. There is some patching of concrete and a 4-hour load test that need to be done.

Mr. Corbi and all of Council commended the job of Public Works on July 4th.

O-2018-04 1ST READING

AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AMENDING CHAPTER 128, SECTIONS 16.B, 20.B AND 24.B REGULATING THE MINIMUM FRONT YARD REQUIREMENT IN THE R4, R8 AND R15 ZONING DISTRICTS (IN FULL IN ORDINANCE BOOK)

Mr. Mills read the ordinance above by title only and motioned for approval to which Ms. Azelby seconded his motion. Mr. Mills explained this is a recommendation from the Planning Board as a result of a remand hearing where a judge felt the current Borough Code wasn't clear concerning front yard setbacks. A Public Hearing and second reading will be held on August 19, 2018 with official notice to appear in the Burlington County Times. Mr. Mills will report the introduction of this ordinance to the Planning Board on July 24, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Mills and Mayor Cairns Wells distributed a draft Ordinance to Establish Regulations for Short Term Property Rentals. It was decided there was still a lot of work to do on the proposed draft and Council will discuss at a future meeting.

Mr. Mills stated that the Planning Board is finalizing the Master Plan report draft and provided the vacant property report.

Ms. Azelby read the Police, Court and Fire report and stated she is working with Labor Counsel, Elizabeth Garcia on the police negotiations contract with the first meeting scheduled for July 30, 2018.

Mr. Bianchini that all recreational sports teams are going along as planned. Park improvements made include upgrades to playground equipment and new sand in sandbox and new borders, power washing/painting picnic area, and new padding at basketball courts. There are more upgrades in the near future including the installation of a bottle filler at the grandstand, new mulch and border at playground that will be ADA compliant.

RESOLUTION 51-2018

A RESOLUTION TO AWARD TWO (2) YEAR EMERGENCY TREE WORK CONTRACT (IN FULL IN RESOLUTION BOOK)

Mr. Quinn read the resolution by title only and motioned for approval. Mr. Bianchini provided the second. The contract is being awarded to Eastern as the lowest responsible bidder. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION 52-2018

**A RESOLUTION TO AUTHORIZE THE CLERK TO BID FOR 2018 TREE TRIMMING CONTRACT
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and motioned to approve. Mr. Fullerton seconded his motion. Ms. Hack will prepare the bid specifications for 51 predetermined trees to be trimmed. Mayor Cairns Wells inquired on the status of the budget and reminded Mr. Quinn to be prepared to leave funds for the end of the year and emergency work. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Quinn reported on the School Board, the reappointment of Ms. Eck; the Environmental Commission is meeting and working for Sustainable Jersey accreditation looking at 2019 initiatives, and the Shade Tree Board stump removals are finishing. Mr. Quinn informed Council that he and the Mayor met with two phone line providers and both come in at a significant savings over our current system provider, Line Systems. He has a little more follow up but plans to meet again with the Mayor and make a recommendation at an upcoming meeting. Mr. Quinn acknowledged Mr. Adams and the Department of Public Works on helping provide another successful Fourth of July. He reported on the Communications Committee meeting and they are looking at the best ways to reach digital and analog residents of Riverton; and possibly a bulletin board at the center of town. He advised, as the Chair of the Communications Committee he would like to recommend that all Council have access to the Borough's social media accounts. Mayor and Council responded with various reasons as to why the Borough does not want to revert to this as the Borough now has a paid position to manage social media. Mr. Quinn stated he feels strongly that as the Communications Chair he should be allowed access and Council disagrees as it will interrupt the marketing feel our paid professional is working toward. After Mr. Corbi stated that he would like to rescind the Communications Committee, it was agreed that the Committee would reconvene and determine the goals and recommendations the Committee makes to Council. A determination will be made at that point.

Mr. Quinn discussed the Burlington County Energy Aggregate with Council and all agree this is not an appropriate avenue for the Borough's residents at this time.

RESOLUTION 54-2018

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT CONCERNING EDMUNDS WIPP
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Mills seconded the motion. Ms. Hack stated this is a required document for Edmunds Software to accept electronic payments for taxes and sewer on behalf of the Borough. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

ORDINANCE O-2018-03 2ND READING

**A BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF
RIVERTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING \$542,747 THEREFOR
AND
AUTHORIZING THE ISSUANCE OF \$515,610 BONDS OR NOTES OF THE**

**BOROUGH TO FINANCE PART OF THE COST THEREOF
(IN FULL IN ORDINANCE BOOK)**

Mr. Fullerton read the ordinance above by title only and motioned for approval; to which Mr. Corbi seconded his motion. The Mayor opened the floor for the Public Hearing on this ordinance. No one came forth to speak therefore closing the public portion. Notice of this Public Hearing and second reading was published in the Official Newspaper on June 26, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

**RESOLUTION 55-2018
A RESOLUTION AUTHORIZING THE SALE OF BOND NOTES
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Bianchini provided the second. Mr. Fullerton explained this bond sale is pooled by the Burlington County Bridge Commission and places the Borough at an advantageous position as compared to the traditional bond sale conducted independently through Bond Counsel. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Fullerton asked Solicitor Coleman his interpretation of Governor Murphy's legislation to write off a portion of residential property tax as a charitable donation. Mr. Coleman advised Council not to act on this, as he believes the IRS will not be responding favorably.

**RESOLUTION 53-2018
A RESOLUTION AUTHORIZING THE SALE OF BOND NOTES
(IN FULL IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion. She stated that the Administration/HR committee unanimously agreed to recommend Ms. Hack for reappointment. Mr. Mills made a motion to approve and Mr. Bianchini seconded the motion. This resolution represents Ms. Hack's second appointment with the Borough as her initial term expires August 8, 2018. This approval of this resolution permanently appoints her in the role of Borough Clerk. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye. Ms. Hack thanked Council for the honor to be the Clerk for the Borough.

The Mayor stated that the Administration Committee has a next to final draft of the handbook almost ready for Council distribution.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing. Ms. Azelby made the motion and Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by, Mr. Bianchini. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
AUGUST 21, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Solicitor Coleman, Nicole Chicone Shively and Clerk Michelle Hack.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from July 17, 2018, both public and closed session were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Hack advised that online payments for sewer and taxes will be live by October 1, however the portal can be used for viewing only at this time on the Borough's website.

Tax bills were mailed out on August 9, therefore the grace period is extended to September 10, which will be memorialized via a resolution.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on August 20, 2018. Ms. Azelby provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PROCLAMATION

Mayor Cairns Wells read a Proclamation to Mr. Ed Hartman, long time Riverton Borough resident and proclaimed him an outstanding citizen of the Borough of Riverton who exemplifies the Greatest Generation. Mr. Hartman was present to accept the Proclamation.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for public comment. Mr. Adam Janowicz informed Mayor and Council that he wrapped up his Eagle Scout Project, which he painted house numbers on the street for first responders' to identify. He completed 440 houses and plans to pass the project along to an upcoming Eagle Scout for more houses to be completed. Mayor, Council and Chief Shaw each commended Mr. Janowicz

Ms. Suzan Zimmerman, represented the Riverton Dog Park group of volunteers was present to speak on behalf of the RDP. She and Mayor Cairns Wells recapped the history and status of the RDP. The RDP group raised the funds prior to the Borough being aware the land actually belongs to New Jersey Transit (NJT). NJT required they only entertain a lease agreement with a public agency; therefore, the Borough must be responsible for all communications, leasing and criteria. The understanding from previous meetings was always the RDP would raise the funding needed and donate the monies to the Borough via a Dog Park Trust account. So far, the expenditures have included \$1600 for a survey and \$4000 for a site plan. These costs were paid by the RDP using the aforementioned fundraising efforts. The site plan study indicate that the dog park construction can run between 40k - 60k, which is more of a budget and a bigger project the RDP group currently has the funds to support. Mayor and Council have been supportive of the efforts this far, but feel this is a pivotal point to decide to move forward with Master Plan review at the Planning Board before any more funds or time is spent. The dog park cannot be built in phases, so all funds will be needed upfront before construction can begin. Ms. Zimmerman answered many questions posed by Council such as policing of the dog park, who can use it, vaccination requirements, etc. The RDP pledges to enforce self-policing. Mike Herron and Tony Black, residents supporting the RDP, contributed with ideas for self-policing, such as purchased collars and Mayor Cairns Wells suggested a key card reader. The RDP further pledges maintenance and care of the park shall fall on the RDP volunteers as Mr. Corbi discussed the impact a dog park will have on the Department of Public Work employees and asked if the Borough will be exposed to liability. Mr. Corbi further went on record stating the dog park was not thoroughly researched and no one fully understood the scope of work for this project. Mr. Coleman explained the Tort Claim process in the State of New Jersey regarding dog bites and Borough liability. If several incidents occur this could a problem with our insurance carrier. Mr. Bianchini who oversees the Park Department stated that he is opposed to a dog park at this location due to the size. He feels it is too small to be of any use as it is more like a "dog pen". Mr. Corbi questioned whether this project, if it moves forward, should have to have a sunset date so it does not drag on indefinitely. The lease that NJT is proposing is a 3-year lease at \$300.00 per year with a nominal increase each year. The cost of construction is likely each year also. How long will NJT be willing to carry on, and how long will they honor these rates? Ms. Zimmerman agreed with this sentiment however stated that the RDP is desirous to continue their fund raising efforts and believes money can be raised if Council is fully onboard. She further stated that the goal of the dog park is to have a place that residents can socialize and bring their family. The understanding that this is a Borough project, and the Borough will ultimately be responsible for all associated costs, upkeep and liability regardless of pledging from volunteers. Before this project can move to Planning Board, the Mayor, Mr. Corbi and Mr. Bianchini will meet with the RDP to hammer out some of the issues at hand and have an understanding of expectations. Once this information is gathered, Council will decide to send the project to the Planning Board for Master Plan review.

Ms. Susan Zimmerman stated that disabled children do not have access to the 2nd and 3rd floors of the Riverton School. Their solution, for permanently and temporarily disabled kids is to bring place their learning center on the first floor. She questioned ADA compliance in the schools and when the Borough can intervene. Mr. Coleman advised he will speak to the Borough's Building Code Official concerning compliance.

Mr. Justin Lucas introduced himself to Council that he is the owner of the Little Free Library on Lippincott Avenue and will be present at next week's Planning Board meeting.

Mr. Mike Herron stated he has been the recipient of a complaint letter from the Borough's Zoning Official and believes that zoning is selectively enforced. He further stated that if Council members direct the Zoning Officer to take action the Borough is placing themselves at risk for a lawsuit. He asked what the policy is concerning complaints and reiterated his understanding of the Borough Code. Mr. Coleman retorted that anyone,

including members of the Governing Body, could make a complaint and the Zoning officer takes action as she deems fit.

No one else came forward to speak therefore closing the public portion of this meeting.

RESOLUTION 56-2018

A RESOLUTION TO AUTHORIZE A CHANGE ORDER # FOR MA2015-00530

(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve Mr. Mills seconded the motion. This is for the road project of Carriage House and the alleys. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION 57-2018

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING

WITH

CINNAMINSON FIRE DEPARTMENT

(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve. Mr. Bianchini seconded his motion. Mr. Corbi explained this is for the safety of the public work employees. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

JULY 2018 PUBLIC WORKS REPORT

DPW Brush collected twice throughout the entire town; six brush dumpsters; Swept entire town and patched potholes throughout; Repaired storm drainpipe at Fulton and the river; Fixed sinking sidewalk and bricks at Linden Avenue park area; Awaiting for specs and plans from Alaimo for road project. PARKS: Cut park five times; Installed plastic borders, mulch, and new sand around playground equipment, completed whole project in three days. SEWER: Received three sewer calls- all homeowners' responsibility; Raw sewage pump #1 needed a new VFD. Installed by Municipal Maintenance. Generator gas pipe was changed, awaiting load test. Engineer was notified to start the process of replacing raw sewage pumps and controls.

O-2018-04

2ND READING

AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF RIVERTON,

COUNTY OF BURLINGTON, STATE OF NEW JERSEY AMENDING CHAPTER 128, SECTIONS 16.B,

20.B AND 24.B REGULATING THE MINIMUM FRONT YARD REQUIREMENT IN THE

R4, R8 AND R15 ZONING DISTRICTS

(IN FULL IN ORDINANCE BOOK)

Mr. Mills read the ordinance above by title only and motioned for approval to which Mr. Corbi seconded his motion. Mr. Mills reminded Council this is a recommendation from the Planning Board. Mayor Cairns Wells opened the floor for public comment however no came forward to speak therefore closing the public portion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION 61-2018

A RESOLUTION TO HIRE ANDREW BEUSCHEL AS A PATROLMAN

(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and made a motion to approve. Mr. Mills seconded the motion. This resolution comes with the news that Patrolman Tanner Ogilvie has submitted his resignation and will be

leaving the Borough at the end of the month. Additionally, Patrolman Gravener submitted his resignation at the end of his probationary period. Mr. Beuschel will begin his employment on or about September 20 and will be sworn in by the Borough Clerk. He previously worked for the Borough and left in good standing, Council is happy to have him back. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Ms. Azelby read the EMS and Court reports and Chief Shaw read the Police report.

RESOLUTION 58-2018

A RESOLUTION TO AWARD A CONTRACT FOR 2018 TREE TRIMMING CONTRACT (IN FULL IN RESOLUTION BOOK)

Mr. Quinn read the resolution by title only and made a motion to approve. Mr. Mills moved to second the motion. This resolution awards the contract to Eastern, who was the lowest responsible bidder. Only two bids were submitted. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Quinn recapped the Shade Tree budget and Mr. Adams provided details of the funds. He also updated on the Environmental Commission preparing to submit to Sustainable Jersey for Bronze designation and gave an update on his quest to replace the Borough phones.

RESOLUTION 59-2018

A RESOLUTION TO AUTHORIZE 3RD QUARTER TAX PAYMENT GRACE PERIOD

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Corbi seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION 60-2018

A RESOLUTION AUTHORIZING A REFUND TO CENTURY 21 FOR A DUAL VACANT PROPERTY PAYMENT (IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution by title only and made a motion to approve. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Fullerton informed Council that the Bond Sale with the Burlington County Bridge Commission is pending and the Finance Committee met to discuss budget procedures and balances. Ms. Azelby stated that the Borough is due reimbursing from Selective as the Borough's experience rating decreased.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing. Mr. Corbi made the motion and Mr. Mills provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Mr. Corbi and seconded by, Mr. Mills. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Mr. Corbi made a motion to adjourn which Mr. Mills seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
SEPTEMBER 18, 2018 at 7:00pm**

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills absent and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Solicitor Coleman, and Clerk Michelle Hack.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from August 21, 2018 both public and closed session were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Ms. Hack advised that sewer bills due October 1, were sent out September 10, 2018 and Ms. Shively is managing the tax sale and currently there are under 10 properties expected to go to sale, which is scheduled for Thursday September 20, 2018 at 10AM. Ms. Hack also reported the issuance of a One Day Social Affair permit for Palmyra High School Foundation for Excellence in Education for September 22 Casino Night. Ms. Hack provided Mayor and Council with two recent articles that all officials should be made aware of an update on the legalization of marijuana from the New Jersey League of Municipalities. The other article is a recent ruling against a municipality for denying an OPRA access to a member of a Governing Body's personal Facebook account, which was used to conduct municipal business. Ms. Hack asked Council to be mindful of their personal social media accounts.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on September 18, 2018. Ms. Azelby provided the second. . ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

PUBLIC COMMENT

Mr. Timothy Tyler, the County Clerk for the County of Burlington presented the Borough with a Flag honoring those Killed in Action. Mr. Tyler shared the background of how the Flag came to be the approved flag by the State of New Jersey. Mayor Cairns Wells then asked Bill Brown and Robert Smyth of the Veteran's Affairs Committee, who were also present for the Flag dedication, to take possession of the Flag until it can be properly flown at the Borough's War Memorial commencing November 11, 2018, on Veteran's Day. The Borough and

Veterans Affair Committee expressed gratitude and appreciation of this gift, and thanked Mr. Tyler to come to the Borough. No one else came forward to speak therefore closing the public portion of this meeting.

RESOLUTION #65-2018
A RESOLUTION TO HIRE MICHAEL CARR AS A PATROLMAN AND SWEARING IN OF
PATROLMAN MICHAEL CARR
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and made a motion to approve. Mr. Bianchini seconded her motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye. Solicitor Coleman conducted the swearing in of Patrolman Carr. He is set to begin work in the Borough on or about October 9, 2018.

Ms. Azelby read the Court, Fire and EMS report and asked Chief Shaw to provide his report. Ms. Azelby also reported on insurance refunds due to the Borough and on a meeting with Assemblywoman Carol Murphy and a volunteer resident in an effort to have push buttons at crosswalks reinstalled. Ms. Azelby is hopeful the project will come to fruition with the involvement of Asm. Carol Murphy. Ms. Azelby stated the negotiations for the 2019 police contract are underway and there is a meeting scheduled for September. The Borough's current Labor Counsel, Ms. Garcia is leaving the practice and she will be working with another member of the Parker McKay firm to finalize the contract.

RESOLUTION # 68-2018
A RESOLUTION TO ACCEPT T&M PROPOSAL FOR REPLACEMENT OF INFLUENT PUMP AT THE WWTF
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

RESOLUTION #69 -2018
A RESOLUTION TO REJECT BID FOR NJDOT MA2017-00598
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve with the amendment that this resolution further authorizes Alaimo to go to bid for the same project in the next few weeks. Ms. Azelby provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Mr. Corbi reported that he is in receipt of the resignation of Michael Cramer effective September 21, 2018. He also reported the Friday second trash pickup has ended for 2018 as of September 7 and resume on May 27, 2019. Residents seems to have a better understanding of the summer pick up schedule.

AUGUST 2018 PUBLIC WORKS REPORT

DPW: Brush collected twice throughout the entire town; nine brush dumpsters removed. Trimmed rose bushes at Broad & Main trimmed and cleaned up circle at Lippincott & Broad and overgrowth on Church Lane & Maple Lane was trimmed back. We are in the process of doing storm drain inspections. Repairs were made on the John Deere loader (lights, windshield washer system, & headliner). Scott installed new hydraulic cables on F800 dump truck. **PARKS:** Park was cut four times. The benches donated by the Color Run were installed. Water fountain by the tennis courts was repaired to working condition. **SEWER:** Six sewer calls: all home owner responsibility. Generator load test has been completed. There are a few punch list items left.

ORDINANCE # O-2018-05

1ST READING

**AN ORDINANCE TO AMEND THE SALARY ORDINANCE TO CREATE THE POSITION OF
A DEPUTY TAX COLLECTOR
(IN FULL IN ORDINANCE BOOK)**

Mr. Fullerton read the ordinance above by title only and motioned for approval to which Mr. Corbi seconded the motion. There will be a public notice of the second reading and public hearing scheduled for October 16, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

RESOLUTION # 62-2018

**A RESOLUTION AUTHORIZING A REFUND TO BRON FOR A VACANT PROPERTY REGISTRATION (100 MAIN)
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

RESOLUTION # 67-2018

**A RESOLUTION TO APPOINT A TEMPORARY DEPUTY TAX COLLECTOR
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Bianchini provided the second. This approves Tanyika L. Johns to serve as the Deputy Tax Collector and administer the tax sale and all other statutory duties of the Tax Collector in her absence. This resolution expires December 31, 2018 or until the return of Ms. Rosso, whichever occurs first. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

RESOLUTION # 66-2018

**A RESOLUTION TO REFUND AND CANCEL TAXES FOR A TOTALLY DISABLED VETERAN
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and moved to motion for approval. Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Mr. Fullerton provided a report on the recent bond sale and the memorandum from CMFO Dawn Bass. He stated this is a great move on the Borough the timing of this sale was remarkable.

RESOLUTION #64-2018

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN INDEMNIFICATION AGREEMENT WITH
THE
COUNTY OF BURLINGTON FOR THE 2019 RIVERTON HISTORIC CRITERIUM
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read the resolution by title only and made a motion to approve. The Criterium is scheduled for June 9, 2019. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Mr. Bianchini stated that the Economic Development Committee is working to set up two events next fall, a food truck event and a Music and Makers event and that in 2019 he will ask that the Council grant him a small budget of approximately \$300 to assist Ms. Vetter expand the Facebook outreach program; to this end he commended Ms. Vetter's job performance. He met with Pal-Riv soccer who is requesting that next fall season

the soccer club have permission to place temporary lights on the soccer fields. Details will be worked through in the ordinance amendment, but the lights will face the Pompeston Creek and not the residences, will run from 5-8 from September through November only. Mr. Bianchini updated on the Park, new toddler equipment is being covered by County Grant and the bottle filler not feasible due to costs, however the existing water fountain is being repaired by Wolfschmidt.

Mr. Quinn updated that he met with the new Principal and Vice Principal of Palmyra High School at a meet and greet and has been informed of an initiative with Palmyra High School civic duties volunteer program for students participate at Council meetings. He is also working with the Riverton Green Team to collaborate with Palmyra Green Team to earn points for Sustainable Jersey. Along these lines the Palmyra Improvement Authority and the Riverton Improvement Authority worked together to conduct a cleanup along the coast of the Delaware River at the end of August. Mr. Quinn will meet with the Communications Committee to make a recommendation on which replacement telephone service provider will be best for the Borough for the October meeting. Mr. Quinn reported that the 2018 tree trimmings are completed by Eastern and stated that the removals contract will be coming around next and provided an overview of the Shade Tree Board (STB) budget. The STB worked to resolve an issue with a tree that was on the Borough's inventory and removed without permission however, it was later revealed the tree was not property of the Borough.

Mr. Quinn asked for a conversation on political party affiliation and how it relates to members of the governing body. The Borough website lists each member of the governing body and next to their name is an R or D. He stated that he assumed that providing this information was a municipal standard; he researched and discovered that some of the Borough's neighbors do not provide the information which could be better for the Borough's demographics. Mayor Cairns Wells stated that while she does not have a personal preference if her political designation is listed; the website should reflect either everyone on Council is listed with an affiliation or no one's affiliation is listed so there isn't partial or incomplete information on the site. In addition, if someone's affiliation is not listed, and others are it could appear that the Borough is purposely trying to withhold information. The response from the rest of Council that while everyone agrees the Borough is not political in nature nor do they bring a national agenda to the dais, they are proud to represent the party in which they are elected and it shows they can work across the aisle with the other party, and lastly they do not wish to take any information away from residents. Mr. Quinn further inquired about switching to a nonpartisan town. Mr. Coleman listed the pros and cons, along with the statutory requirements to which Mr. Quinn was not aware of and stated he did not wish to pursue.

ORDINANCE # O-2018-05

1ST READING

AN ORDINANCE TO AMEND THE BOROUGH CODE OF THE BOROUGH OF RIVERTON AT §CHAPTER 24-5 TO ADOPT A NEW EMPLOYEE HANDBOOK ENTITLED "JANUARY 1, 2019 EMPLOYEE HANDBOOK FOR THE BOROUGH OF RIVERTON" (IN FULL IN ORDINANCE BOOK)

Mr. Bianchini read the ordinance above by title only and motioned for approval to which Mr. Corbi seconded the motion. Council discussed the changes that were already made and the changes still need to be worked in. Some of the changes highlighted are adding a step in vacation time, closing the gap that allows employees to acquire additional vacation time. There was discussion of uniform allowance, however it will remain as current (\$500, not \$350). No holiday, vacation, personal and/or sick time is taken away from existing employees however the birthday holiday will be removed once the new handbook takes effect; and all days will be converted to hours. The only other exception of time off variation is the new handbook will not allow

for bereavement of close friends but will remain intact for family. There are new forms pertaining to vacation requests; and a reduction in time off increments. Council discussed the formula for time off granted to part time employees and the different classes of part time employees. Council discussed the removal of health insurance benefits for retirees with the exception of Mr. Adams who will be have served 25 years with the Borough October 2018, this will become effective through Resolution #63-2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

RESOLUTION # 63-2018
A RESOLUTION PERTAINING TO HEALTH BENEFITS FOR RETIREES
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution by title only and made a motion to approve. Ms. Azelby seconded the motion. This is a resolution provided by the State of New Jersey Pension and Benefits Division. Effective October 1, 2018 removes the retirement benefit for future Borough retirees, with the exception of Mr. Adams. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Mayor Cairns Wells read the Vacant Property report

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing and 410 Main. Ms. Azelby made the motion and Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Quinn aye.

Motion to exit closed session by Mr. Corbi and seconded by Ms. Azelby. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Mr. Corbi made a motion to adjourn which Mr. Bianchini seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk



Description:	Current Month:	Last Month:	Year to Date:
Vehicle Mileage:	1910	2,221	18,440
Juvenile Arrests:	0	0	0
<u>Adult Arrests:</u>	17	24	174
A. Contempt	12		
B. Possession of CDS / Drug Para	5		
These figures represent people who were arrested and the charges against them.			
Motor Vehicle Accidents:	2	3	26
Motor Vehicle Stops:	148	150	1639
Motor Vehicle Summonses:	124	158	954
Motor Vehicle Warnings:	24	62	533
Alarms:	7	10	96
Asst. to other Agencies:	16	20	166
Animal Complaints:	1	6	34
Fire Calls:	3	2	32
EMS Calls:	18	25	152
Unattended Deaths:	0	0	3
Criminal Cases:	18	27	179
Domestics:	1	2	15
Thefts: a) Bike	1	1	23
Burglaries:	0	0	17
Assaults:	0	0	1
Criminal Mischief:	0	0	2
Incidents:	410	368	3,170

Riverton Police Department's Monthly August 2018

BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
OCTOBER 16, 2018 at 7:00pm

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini present, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Solicitor Coleman, and Clerk Michelle Hack.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018”

APPROVAL OF MINUTES/CLERK REPORT

Minutes from September 18, 2018 both public and closed session were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye. Ms. Hack also submitted mail items to the Governing Body, including a letter from National Casein stating their intent to close the Riverton plant and sell the property.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer’s report and asked for a motion to approve the bill list, which closed on October 15, 2018. Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

The Mayor opened the floor for Public Comments. There was a large group of residents gathered in support of the proposed Riverton Dog Park (RDP). Bill McDermott is unhappy that the Borough is taking so long to move forward with the RDP. Adrienne Rogers stated that creation of a dog park will help bring the community together in a positive manner, Richard Gaughan concurred with her statement and added it will add civility as opposed to letting dogs roam off leash. Dennis Devries and Jen Douglass offered statements to support Ms. Rogers view. Pat Solin stated the RPD should move forward and all impediments can be resolved, and later made comments concerning the Borough’s insurance liability would not change. Dustin Dellinger stated he believes the project is nothing more than installing a fence and would like to see it move forward. Mike Floyd stated he supports the RPD whole heartedly, as he sees it’s a low risk-high reward, to which Susan Embers concurred this and previous statements made. Adam Brooks commented this a dog park is a great town asset. Susan Zimmerman stated that she visits a dog park at her vacation town and has witnessed how a dog park can truly bring a community together. Carlos Rogers stated that it’s a low risk-high reward project and believes it’s an amenity to the Borough. If it turns out that incidents do become a problem the Borough can dismantle it. He also read a statement in support from a neighboring municipality that hosts a smaller size dog park He further went on record to state that he is refuting the report from the Borough Planner concerning environmental impact and adequate drainage. Erin Polensky stated that the positive criteria outweigh the negative criteria and other towns manage dog parks successfully. Laura Major and Jim Holland both commented on the need for a dog park so they do not have to travel outside towns to take their dogs; Ms. Major later commented that the dog owners are responsible for their dogs’ behavior and must follow the “enter at your own risk” signage; they must also take self-responsibility concerning child and puppy limitations. Margaret Morris stated for the Borough to develop a dog park is the natural progression for the town. Lily Thomas concurred with previous statements concerning the need and next natural step for the Borough to have a dog park of their own. Leah Falicki commented that people let their dogs run off leash in the park regardless. Paul Grena recapped some of the history of the dog park dating back to 2010 and believes

it's a good use of the land especially for residents that do not have children and still pay taxes. Jennifer Nelson of Doggie Depot from Philadelphia spoke on her positive experience on how they manage a small dog park in the Kensington/Fishtown neighborhood on private land. No one else came forward to speak therefore closing the public portion of this meeting.

RESOLUTION #76-2018
A RESOLUTION TO AUTHORIZE THE MAYOR TO MEMORIALIZE AN AGREEMENT WITH THE
RIVERTON DOG PARK
(IN FULL IN RESOLUTION BOOK)

The Mayor presented documents from the file to outline the history from 2015-present. Mr. Quinn commented that he disagreed with many aspects of the report from Borough Planner Tamara Lee, dated October 8, 2018. He commented that he spoke with the RPD plan designer from ERI, Harry Fox and who provided information that addressed concerning grading, and the effect of the Shade Trees within the park and environmental concerns such as concentrated pet waste and storm water runoff. He asked that the Borough request a report from Mr. Fox to show New Jersey Transit that would provide a balanced response to Ms. Lee's report. Ms. Azelby commented on her experience in the insurance industry that there is minimal evidence of liability and claims that come from dog parks. She stated that a no vote should not be made based off a concern of insurance liability. Council discussed being held in gross negligence due to Ms. Lee's concerns, mostly based on the small size of the park. Mr. Quinn and Ms. Azelby both dispelled this worry, along with the concern of abandoned animals as documented by the Borough's Animal Control Officer. Mr. Mills contended that the proposed area did not seem like a good location and offered ideas as to alternative locations. His objections were to the grading that will need to occur at the site and the train whistle seems to come through often which he believes will startle dogs, especially if the fenced in park is as worrisome as Ms. Lee outlined in her report. He, along with Mr. Mills, Mr. Bianchini and Mr. Corbi noted they stand by the report submitted by Ms. Lee. Mr. Quinn had concerns of the high cost of the RDP, indicating the fence could be shortened and the bid could have some of the listed items as alternatives. He asked the resolution to reflect language in the resolution to state *"The proposed Project as presently designed is approved subject to the Riverton Dog Park volunteer group dog park volunteers raising the necessary planning and construction funds he monetary value of the final bid received by the Borough for the construction of the Project within three (3) year period commencing February 19, 2019. In the event the dog park volunteer raise 65% of the total not to exceed amount due by the conclusion of the three (3) year raise period, the Borough shall grant a one (1) extension to raise the remaining money"*. The Mayor called for a vote after a lengthy discussion concerning size of park, environmental hazards and cost factors. Ms. Azelby made a motion to approve and Mr. Quinn seconded her motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini nay, Mr. Corbi nay, Mr. Fullerton aye, Mr. Mills nay, Mr. Quinn aye, Mayor Cairns Wells aye.

RESOLUTION #72-2018
A RESOLUTION TO AUTHORIZE THE HIRING OF AN OPERATOR/LABORER IN THE
DEPARTMENT OF PUBLIC WORKS
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and made a motion to approve to hire Mr. John Dydek at the rate of \$17.00/per hour. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Corbi advised that the Public Works Committee has reviewed and in favor of a Volunteer project submitted by the RIA for the beautification of the corners of Howard and Main. Ms. Hack will alert the RIA and the property owner that dwarf crepe myrtles will be planted.

SEPTEMBER 2018 PUBLIC WORKS REPORT

DPW: Collected brush twice the entire town, using 2 brush dumpsters. Collected leaves once the entire town; Painted lines on Howard St. in front of businesses; Finished storm drain inspections; The F350 pick-up was serviced and F800 dump truck plow cylinder was rebuilt, other fleet maintenance included fixing strobe light and prep of Case Loader ready for leaf pick-up, along with Western Star trash truck to get ready for leaves; PSE&G repaved roads where they installed new gas mains on parts of Cedar St., 7th St., Linden Ave., and Bank Ave; Conducted interviews for new public works position. Keith sitting for the state test for CPWM on Oct. 24. **PARKS:** Cut park three times. **SEWER:** 2 sewer calls – Both were homeowner responsibilities. Held meeting with engineer to go over the project of replacing influent pumps and controls. He is working on plans and specs to go out to bid.

RESOLUTION #71 -2018

A RESOLUTION TO AUTHOURIZE A CURFEW FOR OCTOBER 30-31, 2019

(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and made a motion to approve. Mr. Mills seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Chief Shaw read his report into the record and Ms. Azelby read the Fire, Court and there was no EMS submitted. Ms. Azelby also said that the Public Safety Committee and the FOP have reached an agreement to move forward signing the Memorandum of Understanding, there will be a resolution next month. She also said the New Jersey Transit will attend a meeting held at the crosswalks at Broad and Cedar Streets to discuss Push Buttons being installed on October 31, at 11 o'clock AM.

ORDINANCE 07-2018

1ST READING

AN ORDINANCE TO AMEND THE BOROUGH CODE AT CHAPTER 25-4 CANCELLATION POLICY

(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the ordinance by title only and made a motion to approve. Mr. Mills seconded the motion. Ms. Azelby explained that this was a discrepancy that was revealed during current negotiations and this amendment provides for the Code and the Police contract to match. Public Notice of the second reading and public hearing will be published in the Burlington County Times for the meeting held November 28, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

ORDINANCE # O-2018-05

2ND READING

AN ORDINANCE TO AMEND THE SALARY ORDINANCE TO CREATE THE POSITION OF

A DEPUTY TAX COLLECTOR

(IN FULL IN ORDINANCE BOOK)

Mr. Fullerton read the ordinance above by title only and motioned for approval to which Mr. Bianchini seconded the motion. The Mayor opened the floor for the Public Hearing portion of this ordinance reading, however no one came forward to speak therefore closing the public portion. Notice of said Public Hearing was published in the Burlington County Times on September 28, 2018. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION # 75-2018

**A RESOLUTION AUTHORIZING THE ACCEPTANCE OF SYNPHONE INC. AS THE TELEPHONE PROVIDER FOR THE
BOROUGH OF RIVERTON
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and made a motion for approval. Mr. Mills seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye. This resolution also provides for the purchase of new telephones for the Borough and the funds will be transferred after November 1.

RESOLUTION #74-2018

**A RESOLUTION AUTHORIZING THE BOROUGH CLERK TO TERMINATE SERVICES WITH LINE SYSTEMS INC
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and made a motion to approve and Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Quinn stated he would have more information on the Student Representatives for Civic Engagement and he's still looking forward to moving along with the project of a smart TV for the Borough Hall.

ORDINANCE # O-2018-06

1ST READING

**AN ORDINANCE TO AMEND THE BOROUGH CODE OF THE BOROUGH OF RIVERTON AT §CHAPTER 24-5 TO
ADOPT A NEW EMPLOYEE HANDBOOK ENTITLED
"JANUARY 1, 2019 EMPLOYEE HANDBOOK FOR THE BOROUGH OF RIVERTON"
(IN FULL IN ORDINANCE BOOK) Tabled**

for November and will be re advertised accordingly.

RESOLUTION #73-2018

**A RESOLUTION TO AUTHORIZE THE CLERK TO ADVERTISE FOR RFPS FOR PROFESSIONAL SERVICES FOR 2019
(IN FULL IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion to approve. Mr. Mills motioned for approval and Ms. Azelby seconded the motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #70-2018

**A RESOLUTION AUTHORIZING THE OPPOSITION OF THE ELCON
(IN FULL IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion to approve. Mr. Quinn motioned for approval; Ms. Azelby seconded the motion. This resolution will be sent to Burlington County Clerk's Association, Burlington County Board of Chosen Freeholders, and the Pennsylvania Department of Environmental Protection. Elcon is a Recycling Services plant that wants to build a facility in Falls Township, PA and is expected to have a negative impact on neighboring river-front municipalities in Burlington Township. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing and 410 Main. Mr. Corbi made the motion and Mr. Quinn provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by Mr. Corbi. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Mills seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk



Riverton Police Department's Monthly

September 2018

Description:	Current Month:	Last Month:	Year to Date:
Vehicle Mileage:	2000	1910	20,440
Juvenile Arrests:	0	0	0
<u>Adult Arrests:</u>	21	17	195
a) Contempt	18		
b) Possession of CDS / Drug Para	8		
c) Hindering	1		
d) Simple Assault	2		
<small>These figures represent people who were arrested and the charges against them.</small>			
Motor Vehicle Accidents:	1	2	27
Motor Vehicle Stops:	166	148	1805
Motor Vehicle Summonses:	107	124	1061
Motor Vehicle Warnings:	59	24	592
Alarms:	15	7	111
Asst. to other Agencies:	13	16	179
Animal Complaints:	4	1	38
Fire Calls:	0	3	32
EMS Calls:	19	18	171
Unattended Deaths:	0	0	3
Criminal Cases:	26	18	205
Domestics:	2	1	17
Thefts: a) cell phone	1	1	24
b) brass	1		
Burglaries:	0	0	17
Assaults:	2	0	1
Criminal Mischief:	0	0	2
Incidents:	320	410	3,490

BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
November 28, 2018 at 7:00pm

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini absent, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. All saluted the Flag. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Solicitor Coleman, and Clerk Michelle Hack.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from October 16, 2018 both public and closed session were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on November 28, 2018. Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

The Mayor opened the floor for Public Comments. Police Chief, John Shaw read a letter he prepared expressing his displeasure and disappointment in the Governing Body that they would take away his retirement benefits from not only him, but all the current employees. He stated the change should be made for new employees hired after the handbook is in effect and to do otherwise lacks integrity. No one else came forward to speak therefore closing the public portion of this meeting.

OCTOBER 2018 PUBLIC WORKS REPORT

DPW: Collected brush twice the entire town/4 brush dumpsters; Leaves collected twice on 130 side and three times on the river side. The total collected thus far is 1,395 cubic yards. Scott rebuilt the leaf shoot on the Western Star trash truck. Prepared the trash trucks for leaf collection.; Cleaned up parade area for Halloween parade; Snowstorm on the afternoon of November 15, we salted and plowed; Keith sat for the state exam on October 24 and is awaiting results. John Dydek started on November 5. **PARKS:** Cut park twice; Hosted a Clean Communities clean up with the 8th grade science class. **SEWER:** 0 sewer calls; SBR #1 influent valve and actuator was replaced and reinsulated.

Mr. Mills reported the Planning Board met the previous evening and passed a resolution to confirm the

Riverton Dog Park is consistent with the Master Plan. There was a further recommendation that the Borough Planner and the Engineer coordinate to improve the plan. This resolution will be provided by Ms. Hack for review at the next Council meeting.

RESOLUTION #78-2018

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN MEMORANDUM OF UNDERSTANDING TO ACCEPT THE TERMS AND CONDITIONS OF THE 2019-2021 POLICE CONTRACT
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and made a motion to approve. Mr. Corbi provided the second. He commended Ms. Azelby's handling of the negotiation process, which went seamlessly. She discussed the highlighted the changes to Council as outlined in the resolution. Mr. Steven Demofonte of the New Jersey Labor Council for the Fraternal Order of Police was present for the signing. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Chief Shaw read his report into the record and Ms. Azelby read the Fire, Court and there was no EMS submitted. Chief also mentioned the success of the Halloween parade; the activity surrounding a recent warrant resulting in seizure and forfeiture, and a recent Motor Vehicle Accident involving a pedestrian. Ms. Azelby recapped the meeting held at Cedar and Broad concerning the reinstallation of Push Buttons; Asm. Carol Murphy attended along with New Jersey Transit representatives who all agreed this project needs to move forward immediately. The group walked along the tracks and visited Elm and Thomas crosswalks as well. It was further agreed that NJT would fund the project and the group will meet again at Cedar and Broad on December 5 at 11AM.

ORDINANCE 07-2018

2ND READING

**AN ORDINANCE TO AMEND THE BOROUGH CODE AT CHAPTER 25-4 CANCELLATION POLICY
(IN FULL IN ORDINANCE BOOK)**

Ms. Azelby read the ordinance by title only and made a motion to approve. Mr. Corbi seconded her motion. Public Notice for this second reading and public hearing was published in the Burlington County Times on November 12, 2018. The Mayor opened the floor for public comments however no one came forth to peak therefore closing the public portion. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #79 -2018

**A RESOLUTION TO MEMORIALIZE BEST PRACTICES REVIEW AND SUBMISSION
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Corbi seconded his motion. Ms. Hack highlighted the changes in last year's Best Practice and this year's report. Council reviewed the findings and noted we came in at 87%, which is well above the required percentage that qualifies for municipal aid. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #81-2018

**A RESOLUTION AUTHORIZING TRANSFERS IN NOVEMBER 2018
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Fullerton wanted Council to be aware that he is preparing for the 2019 municipal budget. He wants Council to be aware that next year he will propose a sewer increase of \$50.00 per year. He shared the sewer charges back to 1986 and said that there hasn't been an increase in the Borough's sewer rate since 2005. Mr. Coleman stated this will need to be done by ordinance.

Mr. Quinn said he is working to kick off the program for a Palmyra Student Representatives for Civic Engagement that would include a PHS student join the Borough Council meetings. He reported on his attendance at the New Jersey League of Municipalities and participated in session pertaining to the Sustainable Jersey program and bolstering Riverton's green team. He also attended the most recent school board meetings where they discussed the election results for the School Board election and the upcoming budget. He asked Council to consider a statement he prepared which declares a unison statement toward hateful acts of violence. Council agreed that Council meetings, Borough social media outlets and website are not the proper forum for statements for opinion and controversy should be shared.

ORDINANCE # O-2018-06

AN ORDINANCE TO AMEND THE BOROUGH CODE OF THE BOROUGH OF RIVERTON AT §CHAPTER 24-5 TO ADOPT A NEW EMPLOYEE HANDBOOK ENTITLED "JANUARY 1, 2019 EMPLOYEE HANDBOOK FOR THE BOROUGH OF RIVERTON" (IN FULL IN ORDINANCE BOOK)

Mayor Cairns Well recapped the changes that were made to the employee handbook. She stated that herself, Mr. Bianchini and Mr. Mills met with the Department heads regarding the changes that affect the employees. The discussed changes include the updated vacation formula is as follows: 6 months - 1 year of employment = 1 half day per month, limit of 3 days (22.5/24 hours). After 1 full year = 5 days (37.5/40 hours); After 2 full years = 10 days (75/80 hours); After 5 full years = 12 days (90/96 hours); After 8 full years = 15 days (112.5/120 days); After 12 full years = 20 days (150/160 hours).

Columbus Day, jury duty pay, certain Part-time holidays and part time bereavement time will be reinstated. Council agreed the vacation request process was onerous and decided to have the department heads manage time off, however with the request that the Council liaison be made aware when the department head is taking off. Department Heads will be responsible for employee evaluations on an annual basis. Overtime payout is changing to the employee will be eligible for overtime after 40 hours worked, changing from 8 hours worked. This is a variation of past precedence.

Workers Compensation (on the job injury) payments will be cut from 100% to a sliding scale based on employment. Employees with service under 5 years receive the workers comp pay only. Employees with 5-15 years' service to the Borough shall make up the difference between the workers' comp benefits and 85% of salary or normal straight time hourly wage. Employees over 15 years' service to the Borough shall make up the difference between the workers' comp benefits and 90% of salary or normal straight time hourly wage.

Retiree benefits was proposed in the September 18 version of the handbook to be removed from all existing employees except Keith Adams (grandfathered in with 25 years of service as of October 15, 2018, therefore is precluded from all discussions concerning retiree benefits). Mayor Cairns Wells stated that after a meeting with the Department Heads the Handbook Committee is proposing to amend the handbook changes so that current employees after 25 years of service employee and spouse can remain on the Borough health insurance until age 65, with no benefits beyond age 65. She stated she proposed this to each Council individually but it's

not yet been discussed with the entire Council as a whole. She stated that in her conversations none of the Council member had a desire to grandfather the six (6) current employees to receive full retirement benefits and prescribed in the handbook under which they were hired. Members of Council compared this to a corporate decision and agreed it's a perk not offered in the private sector and feel it's suitable to change the handbook and not grandfather existing employees. A caucus poll showed that all Council is agreeable to this change however Mr. Quinn noted he feels like he needs more information for his final vote. With affected employees present at the meeting Mayor Cairns Wells opened the floor for public comment. Scott McKone asked if Council considered a plan where the retiree contributes a portion of the payment; council replied they did not. Raymond Reis stated that it's not right to strip an employee, specifically Chief Shaw of their retiree benefits when they are beyond the halfway mark in their career. He further stated that if you don't take care of the employees you have employees will become a revolving door, and he doesn't want to see that happen in public works. Kyle Ward stated that these changes have lowered workplace moral, especially the workman compensation changes. He doesn't feel one employee's health or safety is a greater dollar amount than another when they are all working for the Borough, he further expressed that by leaving workman's comp alone would be a gesture of goodwill since the Borough doesn't offer longevity steps or any other long term incentives. Michelle Hack stated that it's not fair to base handbook changes off of a proposal only. All current employees should be grandfathered to receive retiree benefits per the current handbook as was the case when the state introduced changes to Chapter 78; it affected employees moving forward, and that is the precedence the Borough should follow. Steven Demofonte spoke and stated that the changes to overtime and workers' compensation affect the police officers and should have been subject to negotiations as they fall under the handbook for these two categories. He stated if the Borough moves forward with adopting the handbook with those two changes he will file a grievance with the PERC board (Public Employment Relation Commission). He also corrected the statement that private sector employees aren't subject to lifetime benefits and provided examples of tradesman and educators. With no further comments the Mayor closed the floor. After discussing the changes that were discussed it was decided not to move forward with the second reading as scheduled due to the nature of the changes being significant. The second reading and public hearing will be held December 18, 2018 with public notice published in the Burlington County Times. Motion to have tonight's reading as in introduction by Mr. Mills and seconded by Ms. Azelby. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION # 80-2018
A RESOLUTION FOR RETIREE BENEFITS AMENDMENT
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only asked for a motion for approval. Mr. Mills made the motion to approve the resolution and Ms. Azelby seconded his motion. This resolution is an amendment to Resolution 63-2018 and provides for Mr. Adams to listed as an employee who is grandfathered to receive all retiree benefits and reimbursements per the original handbook. Mr. Adams has served 25 years' service with the Borough effective October 15, 2018. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #77-2018
A RESOLUTION MEMORIALIZE AND PUBLISH JANUARY 2019 MEETING DATES
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only asked for a motion to approve. Motion to approve to host the reorganization meeting on January 3, 2019 and the regular monthly meeting on January 14, 2019, both at 7 o'clock, p.m., prevailing time, then in February revert back to 3rd Tuesday of each month at 7 o'clock p.m.

Motion to approve by Ms. Azelby and seconded by Mr. Mills. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells asked for a motion to enter into a closed session to discuss ongoing litigation concerning Affordable Housing and the property at 410 Main Street. Mr. Corbi made the motion and Ms. Azelby provided the second. ROLL CALL: Ms. Azelby aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Motion to exit closed session by Ms. Azelby and seconded by Mr. Corbi. All approved in the affirmative. These minutes can be found in the Closed Session minute book and shall be released after the matter becomes resolved. No formal action occurred as a result of this closed session.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk



Riverton Police Department's Monthly October 2018

Description:	Current Month:	Last Month:	Year to Date:
Vehicle Mileage:	2205	2000	22,645
Juvenile Arrests:	0	0	0
<u>Adult Arrests:</u>	31	21	156
a) Contempt	20		
b) Possession of CDS / Drug Para	11		
c) Hindering	1		
d) DWI	2		
e) Distribution of CDS	1		
<small>These figures represent people who were arrested and the charges against them.</small>			
Motor Vehicle Accidents:	2	1	29
Motor Vehicle Stops:	226	166	2031
Motor Vehicle Summonses:	131	107	1192
Motor Vehicle Warnings:	95	59	687
Alarms:	8	15	119
Asst. to other Agencies:	20	13	199
Animal Complaints:	7	4	45
Fire Calls:	4	0	36
EMS Calls:	24	19	195
Unattended Deaths:	0	0	3
Criminal Cases:	35	26	240
Domestics:	1	2	18
Thefts: a) Motor Vehicle	1	1	25
Burglaries:	1	0	18
Assaults:	0	2	1
Criminal Mischief:	0	0	2
Incidents:	358	320	3,848

BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
December 18, 2018 at 7:00pm

Mayor Cairns Wells called the meeting to order. Municipal Clerk, Michelle Hack called roll call to confirm a quorum: Ms. Renee Azelby present, Mr. Armand Bianchini absent, Ms. Suzanne Cairns Wells present, Mr. Bill Corbi present, Mr. Kirk Fullerton present, Mr. Kenneth Mills present and Mr. James Quinn present. Other Borough Officials present: Mr. Keith Adams, Chief John Shaw, Ms. Nicole Chicone Shively, Solicitor Coleman, and Clerk Michelle Hack. All saluted the Flag.

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 12, 2018
- b. Forwarding written notice to the Courier Post for informational purposes only on Monday January 8, 2018
- c. Posting written notice on the Official Bulletin Board on Monday January 8, 2018"

APPROVAL OF MINUTES/CLERK REPORT

Minutes from November 28, 2018 both public and closed session were submitted for approval. Mr. Corbi made a motion to approve the minutes. Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

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

Mr. Fullerton read the Finance Office report and the Tax Collection and Treasurer's report and asked for a motion to approve the bill list, which closed on December 18, 2018. Mr. Corbi provided the second. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

PUBLIC COMMENT

The Mayor opened the floor for Public Comments. No one came forward to speak therefore closing the public portion of this meeting.

NOVEMBER 2018 PUBLIC WORKS REPORT

DPW: Collected 1,965 cubic yards of leaves (total so far 3,360 cubic yards); Cleaned up for tree lighting and house tour; Patched potholes; 5 brush dumpsters; Working on cleaning up brush before Christmas. PARKS: Bathrooms and sprinkler system were winterized; Worked on clearing of park leaves, but not yet completed. SEWER: received 7 sewer calls (all were homeowner's responsibility).

RESOLUTION # 82-2018

A RESOLUTION TO HIRE A DAVID BLAU AS A PLUMBING SUBCODE PLUMBING INSPECTOR FOR THE BOROUGH OF ROVERTON (IN FULL IN RESOLUTION BOOK)

Mr. Mills read the resolution by title only and made a motion to approve. Mr. Corbi seconded his motion. This appointment becomes effective January 1, 2019 due to the retirement of Mr. Steve Rickenhauser. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Mills reported the following actions occurred at the Planning Board meeting held on November 26, 2018:

- a. Report on Planning Board Resolution concerning the Dog Park

b. Report on Master Plan Re-examination Adoption

He provided copies of the Master Plan for the Borough Council and reviewed some of the findings, and stated that the Planning Board meeting for December 19, 2018 was cancelled.

RESOLUTION #88-2018

**A RESOLUTION AUTHORIZING THE CLERK TO APPROVE A MEMBERSHIP APPLICATION TO THE NJ FIREMEN'S ASSOCIATION FOR BRIAN DOUGHERTY
(IN FULL IN RESOLUTION BOOK)**

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

RESOLUTION #89-2018

**A RESOLUTION AUTHORIZING THE CLERK TO APPROVE A MEMBERSHIP APPLICATION TO THE NJ FIREMEN'S ASSOCIATION FOR ADAM DELLA PENNA
(IN FULL IN RESOLUTION BOOK)**

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

Ms. Azelby read the Municipal Court, Fire and EMS reports. Chief Shaw read the Police Department report and provide 2 updates, concerning Taser training for himself and the patrolmen and designation of an officer for animal control, which will be a resolution in January. Ms. Azelby also provided an update to include a memorandum of recording from New Jersey Transit wherein states they are agreeable to funding the installation of push buttons at Elm Thomas and Cedar. There will be re-striping at Cedar but Thomas and Elm will not require any reconfiguration. Ms. Azelby also thanked Council for their hard work and cooperation over the past six years and she ends her tenure as Councilwoman. Mayor and Council members each acknowledged Ms. Azelby's diligence and professionalism in fulfilling her role as Councilwoman. Mayor Cairns Wells asked her to continue her work with the push button project through completion as a resident liaison.

Mr. Bianchini's report included revisiting of a resolution from the end of 2017 to create a patio area at the green shed of Riverton Park. He is looking to bring that project to fruition. Mr. Bianchini further reported that there is a conference call with the Riverton Dog Park Committee and the representatives of New Jersey Transit scheduled for December 27, 2018.

RESOLUTION # 86-2018

**A RESOLUTION AUTHORIZING THE CLERK TO ADVERTISE FOR TREE, TRUNK AND STUMP REMOVALS PROGRAM FOR THE WINTER OF 2019
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and made a motion to approve. Mr. Corbi provided the second. Sealed bids will be opened on January 10, 2019 at 10 AM at the Borough Hall. This bid package shall include an alternate for stumps only. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #87-2018

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PE ACADEMY/ZAUN AND SCIROTTA FOR THE OPERATION OF THE 2019 SUMMER DAY CAMP AT RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and made a motion to approve. Mr. Corbi seconded his motion.
ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Quinn reported that he attended a meeting with Ms. Allan and Ms. Eck concerning the youth civic engagement program. He also reported that the Environmental Commission continues to coordinate with the Palmyra Green team for 2019 Sustainable Jersey efforts and advised that he would like to entertain the possibility of hosting two council meetings per month.

RESOLUTION #83-2018

**A RESOLUTION TO APPOINT DOLORES ROSSO, CTC AS TAX COLLECTOR FOR THE BOROUGH OF RIVERTON
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Ms. Azelby provided the second. This resolution represents a reappointment of Ms. Rosso, therefore granting her tenure rights as prescribed under NJSA 40A:9-145, et seq. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

RESOLUTION #85-2018

**A RESOLUTION AUTHORIZING THE CANCELLATION AND REFUND OF PROPERTY TAXES FOR A
TOTALLY DISABLED VETERAN
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and made a motion to approve. Mr. Bianchini seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mr. Fullerton stated that he is reviewing budget projections and will be working with departments to gather information for the 2019 municipal budget; and reminded Council that he will be asking for consideration to raise the sewer rates on 2019.

ORDINANCE 06-2018

2ND READING

**AN ORDINANCE TO AMEND THE BOROUGH CODE OF THE BOROUGH OF RIVERTON AT §CHAPTER 24-5 TO
ADOPT A NEW EMPLOYEE HANDBOOK ENTITLED
“JANUARY 1, 2019 EMPLOYEE HANDBOOK FOR THE BOROUGH OF RIVERTON”
(IN FULL IN ORDINANCE BOOK)**

Mayor Cairns Wells read the ordinance by title only and asked for a motion to approve. Mr. Mills motioned for approval and Ms. Azelby seconded his motion. Mayor Cairns Wells stated it was her understanding that the meeting held with the Department Heads was to include all of the employees so that information would've been relayed in a more complete fashion. She stated that after that meeting, and after the November 28 Council meeting there were changes she is presenting on behalf of the HR/Administration Committee. Workman's Compensation will be offered to every employee at the rate of 90% regardless of length of service. Concerning overtime pay, Mayor Cairns Wells stated that this was not an issue and the new language was just to reflect standard practice. There was not an intention to change anything in regard to overtime pay. It's been recommended that emergency call-in will be paid at overtime regardless however non police personnel will not receive overtime if time off is scheduled. Retirement benefits will only be for employee and spouse through Medicare age (65) and an exception of John Shaw. At this time the Mayor opened the floor for public comment. Dave Opperman of Elm Avenue spoke to Council and asked them to reconsider the workers comp

pay out to be reinstated at 100%, stating that anything less can really be devastating to a household, as he is going through this on a personal level. Dan Colbert of Linden Avenue agreed with Mr. Opperman's statement and fully believes that workman's compensation should be 100%. Kyle Ward of the DPW stated that he doesn't understand how this is a money saver for the Borough since the pay is already budgeted for and the Borough receives the workman's compensation payout from the employee. Mayor Cairns Wells thanked everyone for their comments and stated the cut in workman's compensation policy was not put in place to make money for the Borough, as there is usually a need for a temporary employee. She further stated that this is less about the money and more about an incentive to motivate employees to come back to work. There was a discussion of when employees take advantage of worker's compensation pay, and although all of Mayor and Council agree that the current workforce would not be of that category, the Borough must be prepared for that worst case scenario. John Shaw asked if a provision in the handbook can be included to say further consideration shall be at the discretion of the Council. Mayor Cairns Wells responded that this is something we can amend the handbook to reflect once the new handbook is in effect. Mr. Quinn stated he would like to see this on an agenda in January 2019 so that it's not forgotten about. With no one else commenting from the public Mayor Cairns Wells closed the floor. With no other comments from Council she asked for a vote. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells stated during the discussions of O-2018-06, the intent of Council was to remove retiree benefits from all employees. However, in doing so it was decided that Chief John Shaw who has 15 years of service with the Borough has been treated unfairly and after further consideration from the HR/Administration Committee decided to extend retiree benefits under the previous handbook to John Shaw. Mayor Cairns Wells asked for a motion to amend **Resolution 80-2018** to include all retirees and those through age 65 and grandfather John Shaw for full retirement benefits. Mr. Mills motioned for approval and Ms. Azelby seconded his motion. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

Mayor Cairns Wells noted that the Borough Hall holiday hours will be off all day on December 24 in place of a half day on the same and December 31. Off December 25 and open all day on December 31 and January 1, 2019. Council was in full support of the holiday hour switch.

RESOLUTION #84-2018

A RESOLUTION AUTHORIZING THE RELEASE OF CERTAIN CLOSED SESSION MINUTES (IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the ordinance by title only and asked for a motion to approve. Ms. Azelby motioned for approval and Mr. Corbi seconded her motion. These minutes are pertaining to the litigation at 410 Main Street. The minutes will be kept in the Closed Minutes book in the Clerk's office and available for public inspection upon request. ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton aye, Mr. Mills aye, Mr. Quinn aye.

ADJOURNMENT

With no further business to discuss Ms. Azelby made a motion to adjourn which Mr. Corbi seconded. All voted in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk