

**BOROUGH OF RIVERTON
REGULAR MONTHLY MEETING
DECEMBER 15, 2020 at 7:00 P.M.**

Mayor Cairns Wells called the meeting to order and saluted the Flag. The Borough Hall was closed to the general public in accordance with social distancing guidelines in place due to the onset of COVID-19 and the meeting was held via conference call with notice for calling in provided under OPMA.

Under the guidance of the Governor’s Executive Order 107, the Division of Local Government Services of New Jersey has strongly encouraged all municipalities to conduct public meetings with communications equipment to avoid a public gathering. N.J.S.A 10:4-8(b) authorizes local units to conduct public meetings through use of streaming services and other online meeting platforms. Participant instruction for the public meetings Using a computer, tablet or smartphone, join the Zoom Meeting using this link:

<https://zoom.us/j/98492279948?pwd=KzdNSEZgVnk4YUdwTXNvYXM3S2lKdz09>

Meeting ID: 984 9227 9948 and Password: 2s6UBT

To join the meeting from a landline or mobile phone:

Dial: 646-558-8656

Meeting ID: 984 9227 9948 and Password: 076997

OPEN PUBLIC MEETINGS ACT STATEMENT

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

- a. Having written notice published in the Burlington County Times Thursday June 11, 2020
- b. Forwarding written notice to the Courier Post for informational purposes only on Tuesday June 9, 2020
- c. Posting written notice on the Borough Website and the Borough Hall on Tuesday June 9, 2020

ROLL CALL

Mayor Suzanne Cairns Wells	present	Councilwoman Laura Major	present
Council President Bill Corbi	present	Councilwoman Julie Scott	present
Councilman Kirk Fullerton	present	Councilman Jim Quinn	present
Councilman Craig Greenwood	absent		

Other Borough Officials Present: Keith Adams, Public Works Manager, Nicole Chicone Shively, Treasurer, John Shaw, Chief of Police, Solicitor Tom Coleman, Esquire and Borough Clerk Michelle Hack.

APPROVAL OF MINUTES/CLERK REPORT

Minutes from the November 17, 2020 regular meeting minutes were submitted for approval. Motion made by to approve the minutes and seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

Clerk Hack reported that she swore in Councilwoman Julie Scott for the unexpired term of Mr. DeGeorge on November 18, 2020. She reported on a nice letter received from retired long time planner Tamara Lee, a special meeting notice for December 28, 2020, and the December 17 STB bid opening will be postponed until December 22, 2020 in compliance with COVID-19 directives and the Local Public Contract Law.

Solicitor Coleman conducted a ceremonial swearing in of Councilwoman Julie Scott.

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

Mr. Fullerton asked for a motion to approve the reports and bill list, which closed on December 14, 2020. seconded the motion. The full bill list is on file for inspection in the clerk's office. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

PUBLIC COMMENT

Mr. Nikos Vrettos of Riverton School was present to state that he intends to issue a refund for the monies spent on the reimbursement to a resident for the purchase of plants for the Rain Garden. He made a formal request that the Borough not make future purchases for the property and the School retain control of all purchases. The Environmental Commission should reach out to him for improvement requests and he welcomes the group to continue their volunteer efforts in caring for the space.

Ms. Sharon Stokes of Elm Terrace asked how Committee are formed and stated concerns about the age and condition of the sewer plant.

No one additional came forth therefore closing the public portion.

SOLICITORS REPORT

Mr. Coleman stated that all of his updates are worked into the regular business of this meeting.

Mr. Corbi reported that solid waste bids for 2021 were opened earlier today and the bid packages will be sent to Mr. Coleman for review. This contract will be awarded at the December 28 special meeting earlier announced.

RESOLUTION #130 -2020

A RESOLUTION TO AUTHORIZING SEWER PLANT LABORATORY SERVICES WITH ALS ENVIRONMENTAL (FULL RESOLUTION IN RESOLUTION BOOK)

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

SEWER REPORT

Cost Savings: Sludge Removed: 3 truckloads over the 4wk period; Total savings on sludge since Jul = \$11,840.40 (24 trucks x 0.0759/gal x 6500gal)

Plant Permit Sampling: Monthly DMR sampling was completed for Dec (12/2 and 12/15); Monthly DMR reporting was completed for Nov Semi Annual Chronic Bioassay reporting was completed; Monthly RTR (sludge) reporting was completed for Nov

Outside Contract Laboratory (ALS): 12/2 – setup new lab ALS Global to replace Eurofins

NJDEP Permitting Guidance for brewery: Still on the list, will reconvene at some point

Plant Flow CAP program: Only 1 day in Nov that exceeded 95% flow of what plant is rated for (0.22MGD). AVG flow for month Nov = .186 MGD = 84.5% of plant rated capacity. Consult with Engineer and build a surge tank (flow storage tank) to have flow metered into plant at a steady rate to avoid rain event (spikes) and low flow conditions over night. After meeting and speaking with Aqua Aerobics staff and engineers, the plant when they installed it in 1999 was only rated for a 20year build out. Normally, you want to be around 25% of capacity at start up and maybe 50% at the 10 - 20-year mark. We have been 85 to 100% of plant rated capacity for some time now.

Repairs and Maintenance:

Pump Station: No Issues

SBR Tanks: SBR1 Decant weir was found and fixed on 11/19 w Aqua Aerobic Tech; Heater wire on the decant weir was shorting out entire SBR panel that runs the plant; Replaced 4 circuit breakers inside panel as well

Blowers for SBR Process: 12/2 – Standby blower was turned OFF for squealing noise; Backup blower was turned on; Put a call into Dan Fulton from Excelsior Blower Systems- Still troubleshooting this issue

EQ Tank: Need to have a transducer level sensor tied into the PLC system and Effluent flow meter that actuates (opens/closes) Effluent valve to: Receive optimum flow during low flow period times and turns on recycle pump. Shuts off recycle pump during high flow periods (rain/storm/daily peak flow events). Valve would operate based off of flow that UV system is rated for (for maximum disinfection and adherence to permit)

Plant Influent Pumps: No issues

Collection System Blockages: There were 4 calls since the last meeting. They were all lateral related (the sewer mains were fine)

Other Recommendations: Replace float (SBR tank level) sensors with pressure transducers; Received quote from Aqua Aerobic (\$12K); Reduces float sensing errors when rags become attached to float – prevents plant from going into storm mode; Reduces the issues that come with storm mode. Install Dissolved Oxygen monitoring sensors in each SBR tank with VFD controls for the blowers to keep air for the process at optimum levels: Reduce foaming issues, reduce energy costs for running blowers; Aids to ensure NJDEP and DRBC permit compliance with Effluent to Delaware River. Mixer on SBR Tank2 needs new mooring cables installed (only 1 or 2 is attached out of the 3). Recommend to replace Chevy sewer pickup 2004 Transmission gear selector in/op; Brakes shimmy (rotors/pads/); Has a leak in tire – front passenger Both SBR Mixers need to be pulled from tank, serviced and have rags removed from them; Both SBR tanks need to be drained and cleaned out of debris in tanks.

2020 PUBLIC WORKS REPORT

DPW: Collected leaves three times entire town; Western Star – hydraulic line broke; DPW staff managed the repairs; F750 – serviced; serpentine belt was replaced; air brakes were fixed. Rearranged equipment and tools in pole barn in preparation for insulation to be installed; Contractor is on site now installing insulation. Trucks are snow ready; plows and spreaders have

been attached. Working on storm drain inspections. Mr. John Dydek's last day of service with the Borough was December 6 and the Borough wishes him well in his new endeavor.

PARKS: Sprinkler system has been winterized; Bathrooms have been winterized and will be closed until spring. Worked on leaves and park clean up.

Mr. Quinn inquired when the Department of Public Works will be placing entrance signs at the beginning of town however this spending was placed on hold after the onset of COVID-19 and the uncertainty of the Borough's budget. He additionally touched on other topics concerning the operations of Public Works. Mr. Quinn inquired into the status of an email that was sent to all members of Council by a resident regarding the sewer plant operations. Mr. Corbi stated he had concerns on discussing this topic as related to a current employee's Rice Notice rights. Mr. Quinn volunteered to provide Mr. Coleman all emails related to the subject to make that interpretation.

RESOLUTION #135-2020

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A PARKING AGREEMENT WITH MUSIK HAUS STUDIOS
(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Scott read the resolution by title only and Mr. Corbi seconded her motion. This resolution permits for the new owners of 509 Howard Street to traverse the Borough Parking lot to park their personal use. This is not an easement, only permission to access. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

ORDINANCE #O-2020-08

**A ORDINANCE AMENDING UNIFORM CONSTRUCTION CODE FEES
(FULL ORDINANCE IN ORDINANCE BOOK)**

Ms. Scott read the ordinance by title only. Mr. Corbi seconded her motion. This ordinance permits for the increase of rates for the Department of Construction permits to be in step with the State of New Jersey set rates. This is the first reading of this ordinance there will be a public hearing and second reading at the special meeting on December 28, 2020. Public Notice of the same will be given in the official newspaper.

<u>November Municipal Court Report</u>		<u>Year To Date:</u>
Tickets Issued:	190	940
Tickets Disposed:	78	848
Complaints Issued:	14	128
Complaints Disposed:	11	199
Total Disbursements:	\$5237.82	\$71410.66
Riverton Treasurer:	\$2615.01	\$40266.94

November 2020 Fire Department

Fires: 17 YTD: 202 Drills: 2 YTD: 18

November 2020 EMS Report None

Chief Shaw provided an update on the status of the cross walk push buttons being installed

November Description:	Current Month:	Last Month:	Year to Date:
Vehicle Mileage:	2073	2080	21,800
Juvenile Arrests:	0	0	4
<u>Adult Arrests:</u>	12	19	142
a) Contempt	4	9	
b) DWI	3	5	
c) Possession of CDS	3	1	
d) Possession of High Capacity Magazine/ Prohibited weapon	1	8	
<small>These figures represent people who were arrested and the charges against them.</small>			
Motor Vehicle Accidents:	2	1	21
Motor Vehicle Stops:	109	163	1028
Motor Vehicle Summonses:	111	126	794
Motor Vehicle Warnings:	2	37	310
Alarms:	4	11	86
Asst. to other Agencies:	16	15	166
Animal Complaints:	3	2	67
Fire Calls:	7	6	51
EMS Calls:	14	24	212
Unattended Deaths:	1	1	0
Criminal Cases:	17	24	184
Domestics:	2	3	14
Thefts:	0	1	11
Burglaries:	0	0	4
Assaults:	0	0	2
Criminal Mischief:	0	0	7

along Broad Street.

Mr. Fullerton reported that the Borough submitted the Local Government Emergency Fund reimbursement for 29,837.00 on the of December 10, 2020. He commended the Borough staff for their work on this project. He also reported that he has begun to set up the budget template for 2021 and looks forward to kicking off budget season. Mr. Quinn asked how we can better educate our residents to the budget process. Mayor Cairns Wells requested that Mr. Quinn develop a plan for Council consideration.

RESOLUTION #129-2020
A RESOLUTION AUTHORIZING TRANSFERS DECEMBER 2020
(FULL RESOLUTION IN RESOLUTION BOOK)

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

**RESOLUTION #132-2020; RESOLUTION #133-2020; RESOLUTION #136-2020;
RESOLUTION #132-2020; RESOLUTION #137-2020; RESOLUTION #138-2020;
RESOLUTION #139-2020; RESOLUTION #140-2020;
A RESOLUTION AUTHORIZING A REFUND FOR AN OVERPAYMENT OF PROPERTY TAXES
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolutions by title only and made a motion to approve the listed resolutions in a single motion. Motion was made to adopt the following resolution numbers and hereby authorize a tax refund for overpayment. Res. #132-2020 for Bl. 700 Lt. 26; Res. #133-2020 for Bl. 307 Lt. 4; Res. #136-2020 for Bl. 701 Lt. 28; Res. # 137-2020 for Bl. 800 Lt.5; Res. #138-2020 for Bl. 1004 Lt.17; Res. #139-2020 for Bl. 1301 Lt. 2; Res. #140-2020 for Bl. 1204 Lt. 4; Mr. Corbi seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

**RESOLUTION #141-2020
A RESOLUTION AMENDING PREVIOUSLY APPROVED BUDGET TRANSFERS
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for approval. Mr. Corbi provided the second. This resolution provides for an amendment in Resolution Res. 127 that was adopted on November 17 due to an administrative error. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

Ms. Major updated that inclement weather cancelled some of the festivities for December 4 however there were folks shopping in town. The library has gift bags for purchase as a fundraiser. Ms. Major stated she is in receipt of a request from a resident looking to conduct an Eagle Scout project.

**RESOLUTION #131-2020
A RESOLUTION TO AUTHORIZE THE ACCEPTANCE AND AUTHORIZE PHASE 2 OF THE RIVERTON
DOG PARK
(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Major read the resolution by title only and motioned for approval. Mr. Quinn provided the second. These improvements consist of pavers, benches and donor signs. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

Mr. Quinn updated to the latest events and educational offerings being planned by the Environmental Commission and the Green Team is looking to expand their work with other local municipalities. He stated that Environmental Commission was in receipt of a complaint citing noise pollution however the Environmental Commission researched the complaint and found it to be unfounded. He asked the Borough Clerk to relay this to the complainant. Mr. Quinn asked for reconsideration of Resolution # 126-202 which he moved to adopt on November 15. He didn't understand the resolution was for a reimbursable amount that did not include sales tax. Mr. Quinn stated he would like to see the resident reimbursed in whole. After a discussion the Mayor suggested that the Borough staff will not call the vendor to request the refund of taxes however the resident can use the Borough's tax exemption and make the request to the vendor. Mr. Coleman suggested the Clerk document the file with a notice stating the Borough is not responsible for the sale or the sales tax in any way. Ms. Hack

will provide the necessary documentation to the resident. Mr. Quinn also requested that the Borough provide a letter to a resident who initially offered donate for Shade Trees but through a turn of events did not, stating the Borough does not expect a donation. Lastly, Mr. Quinn noted his displeasure concerning with a violation notice that went to a resident. Mr. Coleman advised Mr. Quinn to proceed cautiously with respect to employee Rice Notice rights. Mr. Quinn disagreed with Mr. Coleman's assessment.

Mayor Cairns Wells provided an update on the COVID-19 data.

RESOLUTION #134-2020
A RESOLUTION TO ADOPT REMOTE MEETING PROCEDURES
(FULL RESOLUTION IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and gave an overview of the reason for the resolution. These recommended procedures were provided under Local Finance Notice 2020-21. Mr. Quinn stated that he thinks remote meetings should continue past the emergency declaration. The Mayor asked for a motion to approve which Mr. Corbi motioned and Mr. Fullerton seconded his motion. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye.

PUBLIC COMMENT

Mayor Cairns Wells opened the floor for a second public comment session concerning the agenda.

Ms. Sharon Stokes of Elm Terrace announce she can coordinate the sale of the library gift bags available. No one additional chose to spoke therefore closing this session.

ADJOURNMENT

With no additional business to discuss, Ms. Scott made a motion to adjourn the meeting and Mr. Fullerton seconded her motion. All voted in the affirmative.

Next meeting of the Governing Body is the Special meeting on December 28, 2020 at 4 o'clock p.m. The Borough's reorganization meeting is scheduled for January 4, 2021 at 7 o'clock p.m.

Respectfully submitted,

Michelle Hack, RMC
Borough Clerk