

**BOROUGH OF RIVERTON  
REGULAR MONTHLY MEETING  
FEBRUARY 16, 2021**

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 until further notice is given.

Join Zoom Meeting

<https://zoom.us/j/93447182894?pwd=SVN4TjJiM3FicGFxdVduQ2xvTVRBZz09> or Dial in by

Phone: 1 646 558 8656 US (New York)

Meeting ID: 934 4718 2894

Passcode: 008658

The public may submit questions or comments via e-mail to [mhack@riverton-nj.com](mailto:mhack@riverton-nj.com) no later than 4pm on the day of the scheduled meeting. The public may also submit public comments in written letter form via mail or drop off to the municipal building located at 505A Howard Street Riverton, NJ 08077, during business hours no later than 4pm the day of the scheduled meeting. Previously submitted public comment shall be read aloud and addressed during the public meeting that will be heard to all remote participants and the public. The Governing Body may pass over duplicate written comments; however, each duplicate comment will be noted for the record with the content summarized. The chat option in Zoom shall not be considered nor recognized as a tool for Public Comments.

**OPEN PUBLIC MEETINGS ACT**

Public Notice of this meeting has been given in the following manner:

- A. Having written notice published in the Burlington County Times Thursday January 7, 2021
- B. Forwarding written notice to the Courier Post for informational purposes only on Tuesday January 5, 2021
- C. Posting written notice on the Official Borough Website and on the outside door of the Borough Hall on Thursday January 7, 2021

**ROLL CALL**

Mayor Suzanne Cairns Wells	present	Councilwoman Julie Scott	present
Council President Bill Corbi	present	Councilman Jim Quinn	present
Councilman Kirk Fullerton	present	Councilman Edgar Wilburn	present
Councilwoman Laura Major	present		

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 December 15, 2020 regular meeting minutes were submitted for re-approval. January 19, 2021 tabled the March meeting due to having excluded a conversation concerning the creation of a position in the Police Department and a clarification in the Solicitor's report. Motion made by Mr. Corbi and seconded by Mr. Fullerton. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

#### **CORRESPONDENCE**

Ms. Hack reported that she is in receipt of two items of correspondence both received today. A letter from the Porch Club asking for the Borough's support in their hosting of the Garden Tour, which we will supply a positive note of support asking the Club to be mindful of compliance of COVID-19 gathering restrictions that will be in effect at that time.

Mayor Cairns Wells read a letter from a future resident commending Mr. Quinn and Mr. Wilburn for their partaking in a meeting with Riverton Democrats and Burlington County NAACP.

#### **PUBLIC COMMENT**

The Mayor opened the floor for Public Comment. Mr. Bill McDermott commended Mr. Adams and the Department of Public Works on their excellent job snow clearing over the past couple of weeks. He spoke with displeasure concerning the gathering of children on their bikes and suggested the police take a more aggressive approach; additionally, he stated that he does not like acronyms on the agenda, such as Res 41, Support for HR946 in Support of S.A.L.T. Last, he asked that the Borough support HR126 concerning robo-calls.

Ms. Adrienne Kupper of Main Street spoke appreciatively of the recent service provided by the Riverton Police, specially Officer Jacob Reeder. No one additional spoke therefore closing the public portion.

#### **SOLICITORS REPORT**

Mr. Coleman didn't have anything specific to report although commented that he has been active working with the Mayor and Clerk on regular Borough business.

#### **RESOLUTION #35-2021**

##### **A RESOLUTION TO AUTHORIZE AN AGREEMENT FOR CENTRAL JERSEY WASTE FOR ROLL-OFF CONTAINER SERVICE**

##### **(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Corbi read the resolution by title only and motioned for approval. Mr. Fullerton provided the seconded the motion. This is a service that had been provided by Waste Management however central jersey could provide a more competitive price. This term runs from April 1, 2021 - December 31, 2024. This service will be included in the next specifications for Solid Waste contract. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

#### **RESOLUTION #38-2021**

### **A RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF ERI PROPOSAL TO REPAIR 4<sup>TH</sup> AND ELM STORMWATER INLET (FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Corbi read the resolution by title only and motioned for approval. Ms. Major provided the seconded the motion. This repair shall be submitted for Selective Insurance to be covered under liability. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

#### **RESOLUTION #44-2021**

### **A RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF ERI STORMWATER ORDINANCE ENGINEERING SERVICES (FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Corbi read the resolution by title only and motioned for approval. Ms. Scott provided the seconded the motion. This resolution permits for the Borough Stormwater Engineer to bring the Borough's Stormwater Control Ordinance into compliance with new State guidelines as required in 2021. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

#### **JANUARY/FEBRUARY 2020 PUBLIC WORKS REPORT**

**DPW:** Brush and leaves collected once entire town; 4 brush dumpsters used; 2 trash dumpsters used; Hauled 12 loads of street sweepings to county landfill. Jan. 31/Feb. 1 snow storm salted and plowed twice; Feb. 7 snow storm salted and plowed; Feb. 11 snow storm salted and plowed; Feb. 13 ice storm salted twice 4 loads of salt delivered: 85 tons County billed for 4 storms: total of \$2070.00.

**PARKS:** Jan. 22 picked up aerator and spreader for maintenance of park grass, attended budget meeting.

Mr. Corbi acknowledged and thanked Mr. Adams for doing an excellent job on the snow removal over the last few weeks, the DPW has worked an abundance of hours and the Borough's roads have been in great condition.

Mr. Corbi also acknowledged Mr. Gaskill for his attention to detail in maintaining the Sewer Plant.

#### **JANUARY/FEBRUARY SEWER REPORT**

**Sludge Removed:** 6 loads removed

**Plant Permit Sampling:** Submitted monthly Effluent DMR report for Jan 2021; Submitted monthly RTR (sludge) report for Jan 2021; Submitted Semi-Annual WCR Sludge report for Jan - Jun 2021; Submitted Semi-Annual Effluent WCR report for Jul-Dec 2020; Submitted Annual Beneficial Reuse report for 2020

**Plant Flow CAP program:** 28 days in Jan that exceeded 95% flow of what plant AVG daily plant flow is rated for (0.22MGD); AVG flow for month Jan was 0.240 MGD = 109% of AVG daily permitted flow- That being said, our 12 mo roll AVG for Jan was 93%. Last CAP exceedance was

in Dec 2019 at 98%. The following table below is how the percentage is calculated for our Capacity Assurance Program (CAP):

Year	Month	Mo Max MGD	Mo Avg MGD	Roll 12 Mo Avg, MGD	CAP at 95% of 0.22MGD
2019	Jan	0.325	0.261	0.199	
	Feb	0.268	0.229	0.205	
	Mar	0.298	0.237	0.21	
	Apr	0.245	0.204	0.213	
	May	0.306	0.241	0.22	
	Jun	0.28	0.244	0.224	
	Jul	0.254	0.206	0.211	
	Aug	0.237	0.21	0.231	
	Sep	0.219	0.193	0.23	
	Oct	0.228	0.196	0.23	
	Nov	0.217	0.179	0.223	
	Dec	0.209	0.182	0.215	98
2020	Jan	0.197	0.164	0.207	94
	Feb	0.231	0.197	0.204	93
	Mar	0.237	0.203	0.202	92
	Apr	0.288	0.228	0.204	93
	May	0.263	0.209	0.201	91
	Jun	0.225	0.188	0.196	89
	Jul	0.233	0.19	0.195	89
	Aug	0.284	0.206	0.195	88
	Sep	0.229	0.18	0.194	88
	Oct	0.223	0.189	0.193	88
	Nov	0.216	0.186	0.194	88
	Dec	0.313	0.231	0.198	90
2021	Jan	0.296	0.24	0.204	93

**Recommendation changes from July 2020 report:** Consulted with Engineer and Aqua Aerobic Instead of having a surge tank built to absorb high flow conditions, build a 3<sup>rd</sup> SBR. This would increase plant capacity for higher flow conditions while also reducing the organic loading on the plant; 10 to 15bbl system with only a couple hundred gal of discharge (hydraulic loading vs organic loading)

**Repairs and Maintenance:**

**Pump Station:** No Issues

**SBR Tanks:** 1/19 – Met with Municipal Maint to inspect replacement of mooring cables that attach to mixers for both SBR tanks; 1/29 – SBR2 Influent valve failed to open remotely; Diagnosed, troubleshoot and repairs made. **Blowers for SBR Process** 1/20 – Excelsior on site for blower maintenance/service; Digester blower has bad bearing (put out of service) – repairs forthcoming.

**EQ Tank:** 1/19 – met with Municipal Maint and Banks Industrial Group for inspection of EQ tank pinhole leak- Awaiting quote and scheduling of repairs.

**Plant Influent Pumps:** 2/9 – Seal failure on pump #2; Stevenson’s and Gayle Corp was contacted and awaiting repairs under warranty.

**Collection System:** No calls

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

Mr. Fullerton asked for a motion to approve the reports and bill list, which closed on February 16, 2021. Mr. Corbi seconded the motion. The full bill list is on file for inspection in the clerk’s office. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

Mr. Fullerton provided an overview on how the Municipal budget process works and how the Borough arrives at the numbers decided for the budget. He provided example worksheets for this review.

**RESOLUTION #37-2021**

**A RESOLUTION TO AUTHORIZE THE BOROUGH TO WAIVE EIC FEES FOR VENDORS UNDER COVID-19**

**(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Major read the resolution by title only and Mr. Corbi seconded her motion. This permits for waving of EIC fees associated with Food Truck and other EIC sponsored events for the year. This will help due to the impact of COVID-19. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #39-2021**

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INDEMNIFICATION AGREEMENT WITH THE COUNTY OF BURLINGTON FOR FOOD TRUCK**

**(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Major read the resolution by title only and Mr. Corbi seconded her motion. Food Truck events are scheduled for April 21, 2021 (Rain date of April 28<sup>th</sup>); May 19, 2021 (Rain Date of May 26<sup>th</sup>); and June 23, 2021 (Rain Date of June 30<sup>th</sup>). ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #40-2021**

**A RESOLUTION TO AUTHORIZE THE BOROUGH CLERK TO APPLY TO COUNTY TO PERMITS FOR FOOD TRUCK EVENTS**

**(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Major read the resolution by title only and Mr. Corbi seconded her motion. Food Truck events are scheduled for April 21, 2021 (Rain date of April 28<sup>th</sup>); May 19, 2021 (Rain Date of May 26<sup>th</sup>); and June 23, 2021 (Rain Date of June 30<sup>th</sup>). ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #31-2021; RESOLUTION #32-2021;**

**RESOLUTION #33-2021; RESOLUTION #34-2021**

**A RESOLUTION TO AUTHORIZING THE TRANSFER OF A JUNK VEHICLE**

**(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Scott read the resolutions by title only and made a motion to approve the listed resolutions in a single motion. Mr. Corbi seconded her motion. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #42-2021**

**A RESOLUTION TO HIRE A POLICE OFFICER FOR THE BOROUGH OF RIVERTON  
(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Scott read the resolution by title only and Mr. Corbi seconded her motion. This resolution permits for the hiring of a full time patrolman. Mr. Felix Abreu will start on or about March 1, 2021 pending successful physical and psychological exams. He will be sworn in by Clerk Hack. Chief Shaw is excited to have him join the force full time. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #43-2021**

**A RESOLUTION TO HIRE A SPECIAL CLASS II POLICE OFFICER FOR THE BOROUGH OF RIVERTON  
(FULL RESOLUTION IN RESOLUTION BOOK)**

Ms. Scott read the resolution by title only and Mr. Corbi seconded her motion. This resolution permits for the hiring of a Special Class II Patrolman. Mr. Hunter Ray will start on or about March 1, 2021 pending successful physical and psychological exams. He will be sworn in by Clerk Hack. Chief Shaw is excited to have him join the force. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

Ms. Scott reported that the School continues to be operational 5-days a week; the Auditor’s report came back reporting the school is in good shape with their financials and there are no recommendations to report.

**January Municipal Court Report**

**Year To Date:**

Tickets Issued:	88	88
Tickets Disposed:	72	72
Complaints Issued:	14	14
Complaints Disposed:	15	15
Total Disbursements:	\$ 3875.04	\$ 3875.04
Riverton Treasurer:	\$ 2017.17	\$ 2017.17

**January 2020 Fire Department**

Fires: 16                      YTD: 16                      Drills: 2                      YTD: 2

**January 2020 EMS Report**

Total Response of 309 collectively between Riverton, Palmyra, Cinnaminson and Riverside.

<b>January Report:</b>	<b>Current Month:</b>	<b>Last Month:</b>	<b>Year to Date:</b>
Vehicle Mileage:	1845		
Juvenile Arrests:	0		
<u>Adult Arrests:</u>	13		

a) Contempt	8		
b) Hindering	2		
c) Possession of CDS	9		
These figures represent people who were arrested and the charges against them.			
Motor Vehicle Accidents:	4		
Motor Vehicle Stops:	123		
Motor Vehicle Summonses:	88		
Motor Vehicle Warnings:	35		
Alarms:	14		
Asst. to other Agencies:	16		
Animal Complaints:	3		
Fire Calls:	1		
EMS Calls:	12		
Unattended Deaths:	0		
Criminal Cases:	16		
Domestics:	0		
Thefts:	0		
Burglaries:	0		
Assaults:	0		
Criminal Mischief:	2		

Mr. Quinn reported on the Environmental Commission's meetings and ask we update the time to 7 o'clock p.m. in the Directory from 7:30. They are excited to be part of the Tri County Sustainability Group which includes Gloucester, Camden and Burlington Counties. Mr. Quinn also provided an update to the Shade Tree Board activities and budget. He lastly reported that he doesn't believe there is an interest in hosting an additional monthly meeting.

**RESOLUTION #36-2021**

**A RESOLUTION AWARDING A CONTRACT FOR 2021 STB PLANTING PROGRAM  
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mr. Quinn read the resolution by title only and motioned for approval. Mr. Corbi provided the seconded the motion. Eastern was the sole bidder at \$4,200.00. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

**RESOLUTION #41-2021**

**A RESOLUTION TO SUPPORT H.R. 946 IN SUPPORT OF STOP THE ATTACK ON LOCAL  
TAXPAYERS (SALT) ACT  
(FULL RESOLUTION IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion to approve. Mr. Corbi moved to accept the resolution as read. Ms. Scott seconded the motion. This resolution was put forth by the New Jersey League of Municipalities asking for local government support which eliminates the \$10,000 cap and fully restores the deduction for state and local taxes. The measure also eliminates the cap retroactively. Copies of this resolution shall be provided to State and Federal leaders. ROLL CALL: Mr. Corbi aye, Mr. Fullerton aye, Ms. Major aye, Ms. Scott aye, Mr. Quinn aye, Mr. Wilburn aye.

### **OLD BUSINESS**

Mayor Cairns Wells discussed the benefits and need for the hiring of a Lieutenant in the Riverton Police Department. She talked about the requirements for the position and the range of salary, and expressed the position will not expand the overall size of the Department. A Lieutenant will be an added position, not an added person. The benefits include offering administrative support to the Chief; and offer a succession plan for the future of the Department and provides a training/liaison to the officers. Each of these are needs that have been realized resulting in exit interviews. Council seemed to agree this position is warranted however is hesitant in moving forward until after the 2021 Municipal Budget determines financial support for the position. Next steps are the budget process, amending §Chapter 26 of the Borough Code and adopting the Salary Ordinance.

Mayor Cairns Wells will also look into support for Stopping Robocalls.

### **PUBLIC COMMENT**

Mayor Cairns Wells opened the floor for a second public comment session concerning the agenda. Ms. Sharon Stokes of Elm Terrace asked how she could obtain the worksheet that provided to Council concerning the budget description provided by Mr. Fullerton. She was advised it could be obtained via OPRA however these were only summary numbers, not budget actuals. Ms. Wanda Swanson of Thomas echoed the same comment as Ms. Stokes, stating she would like to have a document to follow for the budget hearing. 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 the motion. All voted in the affirmative.

Next meeting of the Governing Body is the budget hearing on March 6, 2021 at 9 o'clock a.m. and the next regular meeting on March 16, 2021 at 7 o'clock p.m.

Respectfully submitted,

Michelle Hack, RMC  
Borough Clerk