

**MINUTES OF THE
BOROUGH OF CLEMENTON
JANUARY 21, 2020
CAUCUS/COUNCIL MEETING
OF THE MAYOR AND COUNCIL**

OPENING: Mayor Thomas J. Weaver called the meeting to order at 7:15PM.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT: Mayor Weaver read the following statement, "This meeting has been properly advertised and posted pursuant to N.J.S.A. 10:4-6, the Open Public Meetings Act."

ROLL CALL: Jenai Johnson, Municipal Clerk/Administrator, called the roll which resulted in the following members present: Mayor Thomas J. Weaver; Council President Thomas Shaw; Councilman Melvin Applegate; Councilman Mark Armbruster; Councilman Christopher Hammond; Councilwoman Meghan Milano; Councilwoman Holly Strobl.

SALUTE TO THE FLAG: Mayor Weaver led in the salute to the flag.

ENGINEER REPORT: Mark Basehore of Bach Associates was present and submitted a written report which has been filed in the appropriate manner and verbally reported on the following items:

FY2020 MUNICIPAL AID APPLICATIONS- Mr. Basehore announced that NJDOT had announced that FY2020 Municipal Aid Applications were due by July 19, 2019 and the Borough had submitted an application requesting \$736,432.40 for Atlantic Avenue, Lake Avenue, Carver Avenue and Naylor Avenue. Mr. Basehore stated that NJDOT announced that \$275,000.00 had been awarded for the project. Bach Associates submitted a proposal outlining the anticipated costs of proceeding with a reduced scope and the engineering committee was recommending that the engineering fees are partially funded by the NJDOT Grant and the Borough would be responsible for \$12,900 for the project. It was noted that Bach would be putting the project out to bid.

ASSET MANAGEMENT PLAN ASSISTANCE- Mr. Basehore stated that as delineated in the submitted Asset Management Plan, the Borough was to be responsible to replace approximately 940 LF of water main per year as part of the 150 Year Life Cycle Analysis.

BARRY PLACE- Mr. Basehore stated that Council approved Change Order #1 by Resolution R19-182 and Bach was coordinating with the Contractor on submittal of closeout documents and release of the \$3,667.75 retainage.

CHERRY LANE IMPROVEMENTS, CAMDEN COUNTY CDBG FY2018- Mr. Basehore stated that the Borough had released retainage in the amount of \$2,774.60 and Bach Associates was coordinating with the Borough regarding CDBG Grant Reimbursement. Bach Associates had calculated that the Borough was entitled to \$163,701.00 in grant reimbursement for Cherry Lane and that \$78,348 remained from the \$242,049 grant which could now be utilized for Lake Avenue.

BRAND AVENUE- Mr. Basehore stated that Construction was now complete and his office was coordinating with the contractor regarding project close out including final payment application and change order. Upon final payment to the contractor and acceptance of closeout documents, Mr. Basehore stated that his office would coordinate with the Borough to obtain NJDOT grant reimbursement.

LEEWOOD PHASE I- Mr. Basehore stated that Bach Associates was coordinating with Lewis Schneider and the NJDEP regarding submittal of the Construction Completion Certification for the water service installations due to 39 of the 49 units being built and connected to the water service.

REHAB OF WELL NO. 9 NJEIT- Mr. Basehore stated that his office had been working with Clementon Water and Sewer Department regarding preparation of the revised plans specs and permit fees. Their office was awaiting NJDEP review of the December 20, 2019 submittal. Mr. Basehore stated that the engineering committee had requested that Bach coordinate a meeting with the auditor and Borough officials to review rates and the Financial Addendum that will be required with the funding application. Mayor Weaver inquired if the 940 ft. replacement requirement under the asset management plan included both water and sewer mains. It was noted that the requirement only pertained to water mains presently. Councilman Armbruster stated that there remained an ongoing problem in the Grove area and he desired to include replacement of main on East Atlantic leading to the Grove area in future year main replacement. Councilman Armbruster stated that the Borough would be increasing water rates to increase manpower in the Water & Sewer Department. Councilman Applegate stated that the Borough required 3-4 additional staff members in that specific department to ensure optimal operation.

PRIVILEGE OF THE FLOOR FOR A TOTAL TIME NOT TO EXCEED 10 MINUTES FOR ITEMS APPEARING ON THE AGENDA ONLY: Mayor Weaver opened the floor to the public. Hearing no comments, Mayor Weaver closed the floor for matters appearing on the agenda.

APPROVAL OF THE BILL LIST: Councilman Armbruster motioned to approve the bill list as presented upon proper review and certification. Motion was seconded by Councilman Shaw and carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

ORDINANCES AND RESOLUTIONS:

SECOND READING/PUBLIC HEARING

ORDINANCE 2020-01 AUTHORIZING WAGES AND SALARIES OF EMPLOYEES AND OTHER OFFICIALS RETROACTIVE TO JANUARY 1, 2020. Mayor Weaver read by title and opened the public hearing. Hearing no comment from the public, the floor was closed. Councilman Applegate motioned to adopt on second reading, seconded by Councilman Shaw and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-41 AUTHORIZING CARRY OVER OF REMAINING 2019 COMP TIME FOR CERTAIN OFFICERS IN THE CLEMENTON POLICE DEPARTMENT. Mayor Weaver read by title. Councilman Armbruster motioned to approve, seconded by Councilman Shaw and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-42 AUTHORIZING EMERGENCY REPAIRS TO NEW FREEDOM ROAD. Mayor Weaver read by title. Councilman Applegate motioned to approve, seconded by Councilwoman Milano and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-43 AUTHORIZING FULL TIME HIRE OF BRETT THOMPSON TO THE POSITION OF LABORER IN THE WATER & SEWER DEPARTMENT IN THE BOROUGH OF CLEMENTON. Mayor Weaver read by title. Councilman Applegate motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-44 AUTHORIZING FULL TIME HIRE OF MITCHEL BARALDI TO THE POSITION OF LABORER IN THE PUBLIC WORKS DEPARTMENT IN THE BOROUGH OF CLEMENTON. Mayor Weaver read by title. Councilman Applegate motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-45 SUPPORTING PARTICIPATION IN THE SUSTAINABLE JERSEY MUNICIPAL CERTIFICATION PROGRAM. Mayor Weaver read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-46 AUTHORIZING INCREASE IN HOURLY RATE FOR CERTAIN PART TIME CLERICAL STAFF. Mayor Weaver read by title. Councilman Applegate motioned to approve, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

RESOLUTION R20-47 TO WAIVE INTEREST ON A WATER ACCOUNT. Jenai Johnson stated that the resolution was presented after distribution of the agenda packet, and a copy was provided to each member immediately prior to the meeting. Councilman Applegate motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

Jenai Johnson noted that the engineer had requested a resolution be approved, during his engineering report, to authorize payment of Pay App #3 to Landberg Construction.

RESOLUTION R20-48 RESOLUTION APPROVING PAYMENT #3 TO LANDBERG CONSTRUCTION LLC. FOR THE 2018 & 2019 ROADS PROGRAM IN THE AMOUNT OF \$116,913.78 BASED UPON THE RECOMMENDATION OF THE MUNICIPAL ENGINEER. Councilman Armbruster motioned to approve, seconded by Councilman Applegate and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

NEW BUSINESS:

REQUEST FROM CES FOR USE OF COMMUNITY CENTER AND WAIVER OF RENTAL FEES FOR 8TH GRADE DANCE TO BE HELD ON FRIDAY, JUNE 5, 2020-Jenai Johnson reported that there had been a request submitted by Clementon Elementary for the use of the Community Center on Friday, June 5th for their 8th grade dance. Ms. Johnson noted that the governing body would need to approve the use and approve a resolution waiving the fees if that was their intent. It was also noted that they would still be required to supply a liability insurance certificate for the event.

RESOLUTION R20-49 AUTHORIZING USE OF COMMUNITY CENTER BY THE CLEMENTON ELEMENTARY FOR 8TH GRADE DANCE ON JUNE 5, 2020, AND AUTHORIZING WAIVER OF MUNICIPAL FACILITY RENTAL FEES. Councilman Armbruster motioned to approve, seconded by Councilman Shaw and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

Councilman Armbruster noted that an applicant for a mercantile license, Mr. Ryan Bogos, was in attendance and was seeking the approval of his Mercantile License, or an update on the status, as he had been informed that there was a delay due to the background check. Councilman Armbruster stated that he wished for the Council to consider approving his mercantile license, along with applications submitted for Xtreme Collision LLC and Past e Caffe di Morco, conditioned upon specific outstanding issues for each which consisted of the following:

EZ CREDIT, Ryan Bogos, 105 White Horse Pike -Contingent upon successful completion of background check by the Clementon Police Department, and Fire Safety Registration, accompanied by signature of Fire Safety Official on Mercantile Application

Xtreme Collision LLC, Sufian Zia, 74 Erial Road- Contingent upon successful closure of existing construction permits with final inspections, submission of permits for work previously done. Temporary Mercantile shall be issued for 30 day period to allow applicant to obtain Body Repair License and Spray/Paint License, which must be submitted to the Borough for final issuance of Mercantile License.

Pasta e caffe di Morco, Hector A. Hernandez, 1 Berlin Rd., Unit 2- Contingent upon resolution of fire safety violations and successful inspection. Must provide evidence of Health Inspection prior to operation of business.

Councilman Armbruster noted that the applications had been presented to and approved by the Planning and Zoning Board at their last meeting.

RESOLUTION R20-50 AUTHORIZING APPROVAL AND ISSUANCE OF CERTAIN MERCANTILE LICENSES IN THE BOROUGH OF CLEMENTON UPON SATISFACTORY COMPLIANCE WITH CONTINGENCIES. Councilman Armbruster motioned to approve, seconded by Councilman Shaw and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

Councilman Armbruster stated that previous discussion had occurred regarding the possibility of creating a park area for passive recreation located at Bottoms Lake. Councilman Armbruster stated that he wished to request that the Council approve tree removal and clean up costs to be utilized from the Open Space Trust Fund to create park land on the property. Councilman Armbruster noted that he did not anticipate the cost to exceed \$10,000.00. Mayor Weaver noted that the Borough's Camden County Open Space Grant application would be for utilization of the park area at Bottom's Lake. Councilwoman Milano motioned to approve the expenditure of not to exceed \$10,000.00 for improvements to the Bottom's Lake property from the Open Space Trust Fund, including tree removal and trimming, along with survey work. Councilman Applegate seconded the motion and it was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl. **(MEMORIALIZED BY RESOLUTION R20-51)**

LIBRARY CRAFT FAIR- Councilwoman Milano stated that the Library Trustees had requested the use of the Community Center/Fire Hall to host a Craft Fair on March 21, 2020, and also requested the waiver of rental fees. Councilman Mark Armbruster motioned to waive the rental fees for the Library Trustees rental of the Community Center on March 21, 2020, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

CLEMENTON FIRE COMPANY (SOCIAL) MEETING ROOM USE REQUEST- Councilman Shaw reported that he had been contacted by the Clementon Fire Company, who had requested the use of the Meeting Room at the Fire Hall from 7pm-9pm on the third Thursday of each month. There were no objections to the request.

Mayor Weaver reported that Robert Freiling had requested that he be provided with the authority to enforce and cite violations for trash and recycling collection non compliance by residents. It was noted that an ordinance would need to be drafted to amend the appropriate chapter of Clementon Code to include Mr. Freiling as an authorized enforcement officer.

Introduction/First Reading

ORDINANCE 2020-02 AMENDING AND SUPPLEMENTING CHAPTER 240 OF THE CODE OF THE BOROUGH OF CLEMENTON ENTITLED, "SOLID WASTE". Councilman Armbruster motioned to approve on first reading, seconded by Councilman Applegate and motion was carried upon the call of roll. Ayes: Applegate; Armbruster; Hammond; Milano; Shaw; Strobl.

PRIVILEGE OF THE FLOOR:

Joseph Feldman, 20 Point Breeze- Mr. Feldman stated that he was concerned of the welfare of the Clementon Memorial Library. Mr. Feldman stated that the trustees seem to have enough funding to make it through November, and asked that the governing body pledge a guarantee to ensure the continuance of its operation. Councilman Armbruster stated that legally the Borough was not able to provide funding to a private organization, such as the Trustees. Councilwoman Strobl stated that the Trustees had been encouraged to become a 501c3 and raise funds for the continued operation of the library.

Brenda Franks, 46 Erie Avenue- Ms. Franks stated that the Borough had installed a run off improvement and work done in the area by South Jersey Gas had destroyed the improvements. Rob Freiling, Public Works Supervisor, stated that he has been continuing to attempt contact

with the appropriate department at South Jersey Gas to ensure that they remedy the damages. Ms. Franks stated that she has witnessed residents of Clementon Norse Apartments throwing trash out of their windows and noted concerns of safety and welfare in the complex. Miles Dumbleton, Code Enforcement Officer, noted that security doors were installed and on two of the buildings, the bottom unoccupied floors had been boarded up. Mr. Dumbleton commented that he continued to monitor the situation.

Hearing no further comments from the public, the floor was closed to the public.

EXECUTIVE SESSION: Councilman Armbruster motioned to enter executive session at 8:01PM for an approximate period of ten minutes for matters relating to personnel issues and noted that no action was anticipated to be taken following executive session. Motion was seconded by Councilwoman Strobl and hearing none opposed, motion was carried.

Councilman Shaw motioned to re-enter open session at 8:09PM, seconded by Councilwoman Strobl and hearing none opposed, motion was carried.

No action was taken as a result of closed session.

ADJOURNMENT: Councilman Shaw motioned to adjourn at 8:09PM, seconded by Councilwoman Strobl and hearing none opposed, motion was carried.

RESPECTFULLY SUBMITTED,

JENAI L. JOHNSON
MUNICIPAL CLERK/ADMINISTRATOR