

**MINUTES OF THE
BOROUGH OF CLEMENTON
OCTOBER 6, 2015
CAUCUS MEETING
OF THE MAYOR AND COUNCIL**

OPENING: Mayor Busch called the meeting to order at 7:00PM.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT: Mayor Busch 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, Administrator/Municipal Clerk, called the roll which resulted in the following members present: Mayor Fred Busch; Councilwoman Carol Andrews; Councilman Mark Armbruster; Councilman Jonathan Fisher; Councilwoman Meghan Milano; Councilwoman Christine Nucera; Council President Thomas Weaver. Also in attendance were Wayne Roorda of Bach Associates and Solicitor George J. Botcheos.

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

PRIVILEGE OF THE FLOOR FOR A TOTAL TIME NOT TO EXCEED 10 MINUTES FOR ITEMS APPEARING ON THE AGENDA ONLY: There were no comments from the public. Hearing no comments, Mayor Busch closed the floor.

ADMINISTRATOR/COUNCIL REPORTS:

Jenai Johnson, Municipal Administrator, stated that her report consisted of items to be discussed during the executive session.

Councilwoman Meghan Milano stated that she had nothing to report at the present time.

Councilwoman Christine Nucera reported that Trunk or Treat was scheduled for October 30th from 6pm-8pm and was open to Clementon residents only. Councilwoman Nucera also noted that the Special Events Committee had met the prior evening, and dates were determined for the upcoming holiday events. The Tree Lighting had been scheduled for November 28, 2015 at Hero's Park at 7:00PM. The Holiday Parade was slated to be held on November 29th and would begin at Clementon Park and follow the same route as was utilized the prior year. Councilwoman Nucera stated that the Parade would begin at 6:30pm, ending at the Community Center/Fire Hall. Councilwoman Nucera stated that anyone interested in registering floats or vehicles should contact her via email.

Councilman Mark Armbruster stated that he had worked with the Director of Public Works to complete the installation of a door at the community center which was required pursuant to the fire code. Councilman Armbruster also noted that he hoped to work with the developer of the Levin's site, Leewood Developers, to address an issue with a live main that was currently prohibiting the installation of the retention basin and water/sewer improvements. Councilman Armbruster stated that the developer was agreeable to pay the cost of cutting and rerouting the live line, utilizing a freezing and capping method. The Borough was scheduled to work with the contractor to close the lanes and enable the line to be shut off.

Councilman Armbruster also noted that the Public Works Department was preparing for the upcoming leaf collection and Clean Communities event, which had been rescheduled due to inclement weather.

Councilman Armbruster also noted that he had been in contact with a resident who had concerns regarding the removal of a buffer area, specifically trees behind her property, adjacent to the Leewood Development. Councilman Armbruster stated that the contractor seemed agreeable in conversation to installing white pines upon completion of the water and sewer improvements. Councilman Armbruster stated that the concern of both the resident and Borough was an increase in walking traffic through the cleared area, resulting in trespassers on the property of the concerned homeowner.

Council President Thomas Weaver stated that he did not have any matter to report upon at the current time.

Councilman Jonathan Fisher stated that the matters related to his department were scheduled for discussion in executive session.

Councilwoman Carol Andrews stated that the Clean Communities Event was scheduled for the upcoming weekend, at which dumpsters would be available.

Mayor Fred Busch stated that he had a matter to discuss with the public works director, and requested that Jenai Johnson direct Mr. Applegate to contact him.

APPROVAL OF MINUTES:

MINUTES OF THE JULY 21, 2015 CAUCUS/COUNCIL MEETING

MINUTES OF THE AUGUST 18, 2015 CAUCUS/COUNCIL MEETING

MINUTES OF THE SEPTEMBER 1, 2015 CAUCUS MEETING

MINUTES OF THE SEPTEMBER 30, 2015 SPECIAL MEETING

Mayor Busch stated that the above listed minutes were being presented for approval. Councilman Armbruster motioned to approve the minutes as presented, seconded by Councilwoman Milano and hearing none opposed, motion was carried.

ORDINANCES AND RESOLUTIONS:

RESOLUTION R15-146 AUTHORIZING THE HIRE OF LISA FISHER TO THE POSITION OF CROSSING GUARD IN THE BOROUGH OF CLEMENTON

RESOLUTION R15-147 AUTHORIZING THE HIRE OF FRANK STORM TO THE POSITION OF PART TIME TEMPORARY LABORER IN THE BOROUGH OF CLEMENTON FOR A PERIOD NOT TO EXCEED SIX MONTHS

Mayor Busch read the Resolutions R15-146 and R15-147 by title. Councilman Weaver motioned to approve both resolutions, seconded by Councilwoman Nucera and hearing none opposed, motion was carried.

RESOLUTION R15-148 AUTHORIZING RENEWAL OF INACTIVE LIQUOR LICENSE 0411-33-008-006, 1000 PARK AVENUE INVESTMENTS LLC, FOR THE 2015-2016 LICENSE TERM PURSUANT TO NJSA 33:1-12.39. Mayor Busch read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Weaver and motion was carried upon the call of roll. Ayes; Andrews; Armbruster; Fisher; Milano; Nucera; Weaver.

RESOLUTION R15-150 AUTHORIZING CANCELLATION OF LIEN FOR BLOCK 75, LOT 11.01, OTHERWISE KNOWN AS 30 HIGGINS AVENUE. Mayor Busch read by title. Councilwoman Andrews motioned to approve, seconded by Councilwoman Milano and hearing none opposed, motion was carried.

UNFINISHED BUSINESS:

Vacation Time Conversion- Mayor Busch stated that he had received correspondence from the Clerk in the police department, in which a complaint existed related to the conversion of accrued time off from days to hours. Jenai Johnson stated that the Governing Body had previously discussed this matter and determined that the conversion to hours did not add or subtract any previously awarded time off, and that all employees continued to be entitled to the same number of accrued hours off as in previous years. Ms. Johnson also noted that the AFSCME Union had been the representative of the employee at the time of the implementation, and had been consulted and granted their acceptance of the conversion. Mayor Busch asked the Chief of Police, Randall Freiling, if he was aware of the complaint. Chief Freiling stated that he was aware of the correspondence distributed by the Police Clerk, and the response by the Borough, and had no objection to the conversion of time.

Abandoned Properties- Mayor Busch stated that he had brought up the issue of the maintenance of abandoned properties on numerous occasions and wished to continue to pursue a remedy to the matter. Mayor Busch stated that he had spoken to the Tax Collector, who had indicated that there were ways to determine the current property owners. Mayor Busch also stated that he had spoken to the Police Chief, who had agreed to attend a meeting with the Mayor and other relevant Borough Officials to attempt to find

a solution to the issue. Mayor Busch stated that there were specific properties that needed to be addressed, and noted that failure to do so would diminish the value of the surrounding properties.

Safe Routes to Schools- Councilman Weaver stated that the Borough would be working with the engineer to apply for Safe Routes to Schools grant funding. The application deadline was rapidly approaching and Bach would be submitting on behalf of the Borough no later than October 21, 2015.

NEW BUSINESS:

Council Chambers Chairs- Mayor Busch stated that the Borough needed to replace the chairs in the chamber for the Governing Body.

Authorization for Capital Expenditures related to Borough owned buildings- Councilman Armbruster stated that he was looking for approval for the expenditure of capital funds for the following purposes:

Sealing of Boro Hall Parking Lot- Not to exceed \$4,000.00

Purchase of EP Henry Block for landscaping of Borough Hall sign area- Not to exceed \$5,000.00

New Chairs for Community Center (250)- Not to exceed \$5,000.00

Councilman Armbruster stated that the funds had already been included in a previous bond ordinance, and he was currently requesting the approval to expend those funds. Councilman Armbruster noted that the EP Henry block would be installed by volunteers, and would be removable if the Borough were ever required to do major work on the property.

Councilman Armbruster motioned to approve the expenditure of funds noted above, in a total amount not to exceed \$14,000.00, seconded by Councilman Weaver and motion was carried upon the call of roll. Ayes; Andrews; Armbruster; Fisher; Milano; Nucera; Weaver.

(MEMORIALIZED IN RESOLUTION R15-151)

PRIVILEGE OF THE FLOOR:

Bruce Mumie, Clementon Borough- Mr. Mumie stated that he had dropped off a letter to the Mayor and Council regarding a request for the Borough to enable the History Museum to establish a scholarship. Jenai Johnson stated that she had forwarded his correspondence to the solicitor for review and advice prior to distributing to the Governing Body. Mr. Mumie clarified that the donated funds were in the "Friends of Clementon History Museum" bank account. Solicitor Botcheos stated that no actions were required on behalf of the Borough if the scholarship was to be awarded and maintained by an account not owned by the Borough of Clementon.

Keith Cybulski, Clementon Borough- Mr. Cybulski stated that the contractors performing work at the Leewood site had not been doing a satisfactory job in containing the run off, which was reflected by the yellow coloring of both Rowan Pond and Silver Lake. Mr. Cybulski stated that he also wished to obtain clarification as to whether the proposed improvements to Trout Avenue were a permanent or temporary fix. Councilman Armbruster stated that the plans were a permanent fix. Mr. Cybulski stated that he disagreed. Mr. Cybulski stated that the final solution required regrading and curbing of Trout Avenue. Councilman Armbruster stated that the responsible course of action was to proceed with the professional opinions and plans provided by a licensed engineer.

Tara McGetts, 48 Higgins Avenue- Ms. McGetts stated that she was the property owner who had contacted Councilman Armbruster regarding the removal of the buffer area between her property and the Route 30 Leewood Development site. Ms. McGetts stated that the wooded area had been cleared for the installation of the water and sewer improvements, causing an unsightly view, and increasing the foot traffic thru her property. Ms. McGetts also noted that some of the foliage on her property appears to have been damaged, possibly by the roots being uprooted, and is showing signs of dying. Councilman Armbruster stated that he had investigated the buffer required, but noted that plans had not been approved for that portion of the property, as they are not included in Phase I of the project, which was approved by the Planning and Zoning Board. Solicitor Botcheos suggested that Ms. McGetts follow the project thru the Planning and Zoning Board as it continues, to ensure that her concerns are voiced during the approval process of that phase of development. Councilman Armbruster stated that he would continue communication with the contractor, as well as Ms. McGetts to attempt to come to an agreeable solution upon conclusion of the water and sewer improvements to the property.

Hearing no further comments from the floor, Mayor Busch closed the public comment portion of the meeting.

EXECUTIVE SESSION:

RESOLUTION R15-149 AUTHORIZING EXECUTIVE SESSION FOR MATTERS RELATING TO PERSONNEL MATTERS FOR CERTAIN ADMINISTRATIVE STAFF IN VARIOUS DEPARTMENTS. Mayor Busch read by title. Councilwoman Andrews motioned to enter executive session to discuss the matters outlined within the resolution at 7:40PM, seconded by Councilman Weaver and hearing none opposed, motion was carried.

Councilman Weaver motioned to reenter open session at 8:13PM, seconded by Councilwoman Andrews and hearing none opposed, motion was carried.

ACTION AS A RESULT OF EXECUTIVE SESSION:

RESOLUTION R15-152 AUTHORIZING \$1.29 INCREASE IN HOURLY RATE FOR THE FINANCE CLERK, MARGARET GIORDANO, TO \$16.75 PER HOUR RETROACTIVE TO JUNE 15, 2015. Councilwoman Nucera motioned to approve, seconded by Councilwoman Andrews and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Weaver.

RESOLUTION R15-153 AUTHORIZING \$1.29 INCREASE IN HOURLY RATE FOR THE DEPUTY MUNICIPAL CLERK, ADRIANNE GUERNON, TO \$14.55 PER HOUR, RETROACTIVE TO AUGUST 19, 2015. Councilwoman Nucera motioned to approve, seconded by Councilwoman Andrews and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Weaver.

ADJOURNMENT: Hearing no further comments, Councilwoman Andrews motioned to adjourn at 8:16PM, seconded by Councilman Weaver and hearing none opposed, motion was carried.

RESPECTFULLY SUBMITTED,



JENAI JOHNSON,
MUNICIPAL CLERK/ADMINISTRATOR