

**MINUTES OF THE  
BOROUGH OF CLEMENTON  
APRIL 5, 2016  
CAUCUS MEETING  
OF THE MAYOR AND COUNCIL**

**OPENING:** Mayor Thomas Weaver called the meeting to order at 7:01PM.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT:** Mayor Weaver read the following, "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 Weaver; Councilwoman Carol Andrews; Councilman Mark Armbruster; Councilman Jonathan Fisher; Councilwoman Meghan Milano; Councilwoman Christine Nucera; Councilman Gordon Schaeffer. Also present was Solicitor George Botcheos.

**SALUTE TO THE FLAG:** Mayor Weaver 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 related to matters appearing on the agenda. Mayor Weaver closed the public portion of the meeting.

**SWEARING IN OF NEWLY HIRED POLICE OFFICERS IN THE BOROUGH OF CLEMENTON:** Councilman Fisher provided a brief background on both of the officers being sworn in. Mayor Weaver administered the oath of office to Brett Hunter and Daniel Krebs, witnessed by a host of family and friends, as well as officers of the Clementon Police Department.

Mayor Weaver stated there would be a short recess for a period of five minutes at 7:08PM. The meeting returned to order at 7:15PM.

**ADMINISTRATOR/COUNCIL REPORTS:**

*Jenai Johnson, Administrator/Municipal Clerk-* Ms. Johnson stated that she did not have items for review, aside from those presented on the agenda at current.

*Carol Andrews, Councilwoman-* Councilwoman Andrews stated that she had nothing to report at present.

*Jonathan Fisher, Councilman-* Councilman Fisher stated that the Fire Department was moving forward with actions geared toward replenishing the volunteer fireman with Clementon Fire Rescue.

*Meghan Milano, Councilwoman-* Councilwoman Milano stated that volunteers were needed at the Historical Museum, and the membership had requested that interested applicants be long time residents of the Borough. Councilwoman Milano stated that the County Library System was providing training for local libraries, and the volunteers of Clementon Memorial Library were scheduled to attend. Councilwoman Milano stated that she had been asked by the Senior Affairs Committee to relay a request for funds for bussing for various trips for the seniors.

Councilwoman Milano also noted that the new chair to the committee was Gwen Bryant. Councilman Armbruster suggested that the Governing Body first establish that the bussing would benefit primarily seniors residing in the Borough of Clementon. He expressed concern that many of the seniors currently taking advantage of the offerings of the facility may not be residents of the Borough.

Councilman Fisher stated that he wished to be provided a status update on the replacement of the Library roof. It was his understanding that the roof had been leaking, and wished to be made aware of whether repairs were completed. Councilwoman Milano stated that she had not received any complaints from the Library Trustees related to the roof. Jenai Johnson advised that she was aware that the replacement of the roof was included in the prior year's capital plan, but would need to review her file for the details. Ms. Johnson stated that she would provide an email update once she had the opportunity to review the matter. Councilman Armbruster stated that it was his belief that repairs had been completed to temporarily address the leaking, until such time that the project was funded by a capital ordinance.

*Christine Nucera, Councilwoman-* Councilwoman Nucera stated that CYAA Opening Day would be held on Saturday, April 9<sup>th</sup> at 11am. Councilwoman Nucera stated that Mayor Weaver was scheduled to participate in the first pitch ceremony with his three sons.

*Mark Armbruster, Councilman-* Councilman Armbruster stated that he had obtained some plans and prices for the purchase and installation of cast iron fencing for the Butterfly Garden property, located in the rear of Borough Hall. He had obtained pricing from two vendors for 57 inch cast iron fencing, and was awaiting a third quote to ensure that the best price was obtained.

Councilman Armbruster stated that the Governing Body had approved the expenditure of open space trust funds for this purpose at the previous meeting. Councilman Armbruster noted that he would be seeking volunteers during the Clean Communities Event to clean up and prepare the property for the installation of the fencing. Councilman Armbruster also noted that it was his desire to obtain two park benches for the location. Councilman Armbruster stated that he was working with the director of public works to obtain the dimensions of fencing required for the Theresa Schaeffer Park. Councilman Armbruster provided a brief status update of the progress at the community center, stating that the kitchen was operation, with minor improvements remaining. Councilman Armbruster stated that the Public Works Department was continuing to address and repair a major leak on the White Horse Pike.

Councilman Armbruster stated that due to manpower shortages, the Public Works Department was having difficulty remaining on schedule for routine functions of the department. Councilman Armbruster suggested that the Governing Body authorize the hire of two temporary part time seasonal employees, who would specifically be assigned to cut grass in the summer months. Councilman Armbruster stated that he would seek approval to hire said employees, to be paid from the open space trust fund, at the following meeting, and direct Melvin Applegate to attend in the event that there were questions.

Councilwoman Andrews asked if Clementon Elementary School had been notified of the upcoming lane closures due to anticipated construction, as this would affect school traffic. Councilman Armbruster and Councilwoman Nucera both reported that they had relayed this information to the school board, noting that much of the construction would occur during the summer break, with preparation for school traffic closer to the school year.

*Thomas Weaver, Mayor-* Mayor Weaver reported that a meeting was slated for Monday, April 11<sup>th</sup> with the County Engineer regarding improvements on Erial Road. Mayor Weaver stated that he would be in attendance, along with the engineer and other Borough department heads. Mayor Weaver noted that he would bring further information back to the other members of Council following the meeting.



*Mark Armbruster, Councilman-* Councilman Armbruster reported that he had spoken to Bill Harris, the Director of Clementon Housing Authority. Mr. Harris indicated in conversation that he had spoken to CDBG in reference to the possibility of applying for surplus funding from CDBG later in the year for a generator for the Housing Authority. Councilman Armbruster stated that the funding is available later in the year for shovel ready projects, and would not encroach upon our annual allotment. Councilman Armbruster stated that the only expense to the Borough would be for the preliminary engineering costs associated with the project, which would include specifications on the type of generator necessary for the facility. Several members of Council requested that a cost estimate for these engineering services be obtained prior to approval of the proposed application. Jenai Johnson stated that she would contact the Borough Engineer to obtain an estimate of the cost of such engineering work.

Councilman Armbruster stated that he had been made aware in discussion that Pine Hill had pulled out of the EMS services agreement with Kennedy, and wished to confirm that the Borough had a valid agreement for ambulance services. Jenai Johnson stated that the services were still being provided by Kennedy, and she would pull the contract and confirm that it was still in effect.

#### **APPROVAL OF MINUTES:**

MINUTES OF THE MARCH 1, 2016 CAUCUS MEETING- Councilwoman Milano motioned to approve as presented, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

MINUTES OF THE MARCH 15, 2016 COUNCIL MEETING- Councilwoman Nucera motioned to approve as presented, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Abstain: Andrews.

#### **ORDINANCES AND RESOLUTIONS:**

##### **SECOND READING/PUBLIC HEARING**

ORDINANCE 2016-04 AMENDING AND SUPPLEMENTING CHAPTER 13 OF THE CODE OF THE BOROUGH OF CLEMENTON ENTITLED, "CLAIMS APPROVAL". Mayor Weaver read by title. Councilwoman Milano motioned to adopt on second reading, seconded by Councilman Armbruster. Mayor Weaver opened the hearing to the public. Hearing no comments from the public, the hearing was closed and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

RESOLUTION R16-73 APPROVING AMUSEMENT GAMES LICENSES TO CLEMENTON PARK FOR THE 2016 SEASON. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilwoman Milano. Councilman Fisher stated that he wished to confirm that the annual fee for Amusement licenses was increased the prior year. Jenai Johnson confirmed that it was in fact increased. Hearing no further comments, motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

RESOLUTION R16-74 AUTHORIZING HIRE OF VARIOUS CROSSING GUARDS IN THE BOROUGH OF CLEMENTON. Mayor Weaver read by title. Councilwoman Andrews motioned to approve, seconded by Councilwoman Milano. Solicitor Botcheos asked for clarification that the individuals being approved had completed the required crossing guard training. Councilman Fisher stated that they had completed the training. Hearing no further comments, motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.



RESOLUTION R16-75 AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE A SHARED SERVICE AGREEMENT WITH GLOUCESTER TOWNSHIP FOR THE REFURBISHMENT OF BALL FIELDS AND REPAIR AND MAINTENANCE OF VEHICLES. Mayor Weaver read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

RESOLUTION R16-76 AUTHORIZING HIRE OF JOSEPH LACOMBE TO THE POSITION OF TEMPORARY PART TIME LABORER IN THE DEPARTMENT OF PUBLIC WORKS FOR A PERIOD NOT TO EXCEED NINETY DAYS. Mayor Weaver read by title. Councilwoman Andrews motioned to approve, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

RESOLUTION R16-77 AUTHORIZING PERMANENT FULL TIME STATUS CONVERSION OF JAMES MCCARTHY IN THE POSITION OF LABORER IN THE DEPARTMENT OF PUBLIC WORKS EFFECTIVE APRIL 11, 2016. Mayor Weaver read by title. Councilman Fisher motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

RESOLUTION R16-78 AUTHORIZING REMOVAL OF EXCESS WATER CHARGE FOR BLOCK 63, LOT 10.02, OTHERWISE KNOWN AS 92 ATLANTIC AVENUE. Mayor Weaver read by title. Councilwoman Milano motioned to approve, seconded by Councilwoman Nucera. An inquiry was made regarding the cause of the waiver of the excess charges. Jenai Johnson stated that it appeared that the charge was caused by a toilet running, and was the responsibility of the homeowner, but that waiver of the fees were being requested because of the financial status of the senior. The governing body stated that they wished to be provided any extenuating circumstances prior to considering the request. Councilman Fisher motioned to table Resolution R16-78, seconded by Councilman Schaeffer and motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

**TABLED- NOT APPROVED**

RESOLUTION R16-79 TO CORRECT WATER ACCOUNT FOR BLOCK 58, LOT 16, OTHERWISE KNOWN AS 62 KNIGHT AVENUE. Mayor Weaver read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Nucera. Jenai Johnson confirmed that this resolution was due to the mis-reading of a water meter. Hearing no further comments, motion was carried upon the call of roll. Ayes: Andrews; Armbruster; Fisher; Milano; Nucera; Schaeffer.

**UNFINISHED BUSINESS:**

LEEWOOD GRAND OPENING- Councilwoman Andrews inquired if a time had been set for the grand opening event of Leewood Villages Development. Mayor Weaver stated that a ceremony was scheduled for dignitaries on April 21<sup>st</sup> at 11am, with a public grand opening scheduled for April 23<sup>rd</sup> at 11am.

**NEW BUSINESS:**

HERO'S PARK CLOCK- Councilman Armbruster stated that he and Melvin Applegate had been discussing the refurbishment of the clock located at Hero's Park. The cost of refurbishment was estimated to be approximately \$15,000.00, which could be used from the Open Space Trust Fund. Councilman Armbruster stated that the improvements would include painting, fixing the mechanics of the clock and new lenses. There was no objection to placing the matter on an upcoming agenda for approval.

**PRIVILEGE OF THE FLOOR:**

Mayor Weaver opened the floor to the public. Hearing no comments from the public, the floor was closed.

**ADJOURNMENT:** Councilman Armbruster motioned to adjourn at 7:49pm, seconded by Councilwoman Andrews and hearing none opposed, motion was carried.

**RESPECTFULLY SUBMITTED,**

A handwritten signature in black ink, appearing to read "Jenai L. Johnson".

Jenai L. Johnson,  
Municipal Clerk/Administrator