

**MINUTES OF THE
BOROUGH OF CLEMENTON
AUGUST 16, 2016
CAUCUS/COUNCIL MEETING
OF THE MAYOR AND COUNCIL**

OPENING: Council President Christine Nucera called the meeting to order at 7:10PM.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT: Council President Nucera 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: Council President Christine Nucera; Councilman Mark Armbruster; Councilman Jonathan Fisher; Councilwoman Meghan Milano; Councilwoman Christine Nucera. Mayor Thomas Weaver and Councilwoman Carol Andrews were not present. Councilman Gordon Schaeffer arrived at 7:15PM.

SALUTE TO THE FLAG: Councilwoman Nucera led in the salute to the flag.

APPOINTMENTS & OATHS OF OFFICE:

RESOLUTION R16-122 AUTHORIZING APPOINTMENT OF CERTAIN OFFICERS TO CLEMENTON FIRE RESCUE. Council President Nucera read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Milano and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

SWEARING IN OF PATRICK MORRISSEY TO THE OFFICE OF LIEUTENANT OF CLEMENTON FIRE RESCUE. Solicitor George Botcheos administered the oath of office to Mr. Morrissey.

SWEARING IN OF JOHN KNAPP TO THE OFFICE OF LIEUTENANT OF CLEMENTON FIRE RESCUE. Solicitor George Botcheos administered the oath of office to Mr. Knapp.

SWEARING IN OF RICHARD GODIN TO THE OFFICE OF SAFETY OFFICER OF CLEMENTON FIRE RESCUE. Solicitor George Botcheos administered the oath of office to Mr. Godin.

SWEARING IN OF WAYNE JOHNSON TO THE OFFICE OF ENGINEER FOR CLEMENTON FIRE RESCUE. Solicitor George Botcheos administered the oath of office to Mr. Johnson.

All were congratulated by the Governing Body on their newly appointed positions in Clementon Fire Rescue.

A short recess was held to allow photographs and conversation with the newly appointed officers and their families.

The meeting returned to order at 7:19PM.

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 items appearing on the agenda.

ENGINEER REPORT: Wayne Roorda of Bach Associates was in attendance and verbally reported on the following items:

Camden County Open Space Grant- Mr. Roorda reported that calls had been placed to other municipalities by the County related to award of funding. If the Borough had not received such a call, it was possible that funding was not awarded for this cycle.

Ohio Avenue Phase II- Mr. Roorda stated that plans had been generated and provided to Mark Armbruster, with a copy left for Mayor Weaver to review. Mr. Roorda stated that there was a possibility that the Borough would need to acquire property to soften the curve as desired at that location on Ohio Avenue. It was noted that Councilman Armbruster, Mayor Weaver and Mr. Roorda would continue discussions related to the plans and work upon creation of a final product.

NJDOT Funding- Mr. Roorda stated that all funding from NJDOT had been frozen at present, so this would likely prevent any progress or approvals on projects for which DOT funding was in place.

Leewood Project- Mr. Roorda stated that he had been contacted by Michael Fink, with a request to turn over the water and sewer to the Borough. Temporary easements had also been requested for the Borough. Mr. Roorda recommended against granting these requests because there was no benefit to the Borough until the official turn over.

Councilman Armbruster inquired if the engineer was aware of the cause of delays on the Erial Road Project and other county road projects. Mr. Roorda stated that these projects were likely being delayed by the previously mentioned freeze on NJDOT funded projects. Councilman Armbruster stated that he was concerned with the conditions on Erial Road, specifically in the location near the school entrance and Gambales Concrete. Mr. Roorda suggested contacting the County or contractor to request improvements to the area.

Mr. Roorda concluded presenting his report and was excused from the meeting at 7:34PM.

ADMINISTRATOR/COUNCIL REPORTS:

Jonathan Fisher, Councilman- Councilman Fisher stated that he had several questions for the Chief of Police, but noted that he was not in attendance at the meeting. Councilman Fisher stated that he would table those matters until the Chief was present. Councilman Fisher stated that Court and Fire Safety had not provided him with written reports to review.

Councilman Fisher reported that the current EMS agreement would be reduced to one unit, as opposed to the two units that were normally running. It was requested that the Solicitor review the contract to determine if there are any contractual obligations for the continuation of two units. Chief John Busch stated that much of the activity seems to be in the Lindenwold area, with mutual aid responding to Clementon for calls.

Gordon Schaeffer, Councilman- Councilman Schaeffer stated that numerous emails had been sent out by the Office of Emergency Management. Councilman Schaeffer stated that he had discussed the lack of response with the administrator, who advised that she had already been in contact with Sheila Freiling on the matter, and would monitor and assist in the progress. Councilman Schaeffer stated that he had been advised of issues of cooperation with various departments by the OEM Coordinator, and that the matter was being addressed.

Councilman Schaeffer stated that he had attended the National Night Out event, and noted that the fire and police apparatus and displays looked good.

Christine Nucera, Councilwoman- Councilwoman Nucera stated that she, along with Councilman Fisher, were beginning preparations and coordination of the Overdose Awareness Event, which was scheduled for September 11, 2016 from 6-8pm at Hero's Park. Councilwoman Nucera noted that there would be guest speakers, and slots were still available for anyone that wished to speak at the event.

Mark Armbruster, Councilman- Councilman Armbruster stated that there were not many obstacles facing the public works department at present, and that the department was making progress in many areas. Councilman Armbruster reported that there had been an issue with a lack of water pressure at one of the wells.

Councilman Armbruster stated that he had been advised that inspectors in the construction department were not being responsive and the matter needed to be looked into to ensure timely responses. Jenai Johnson stated that she was not aware of the specific circumstances to which he was referring, but discussion could occur related to this matter. Ms. Johnson noted that several of the inspectors were recently on vacation, and also that some of the contractors seeking inspections do not follow proper protocol, which could also cause significant delays.

Meghan Milano, Councilwoman- Councilwoman Milano stated that she had been speaking to a resident who was formerly a librarian, to attempt to find a way to acquire help and possibly employ an individual to man the library. Brief discussion occurred providing a history both budgetary and personnel issues that prohibited hiring staff at the facility.

Councilman Fisher stated that he wished to add a quick note related to the public works department. Councilman Fisher stated that three of the public works employees had been trained on the line painting machine and work had commenced beginning at CES, working outward. Councilman Fisher stated that the Borough would be repainting the County lines as well due to a lack of response from the County. Councilman Fisher stated that assistance would be required by the Police Department to ensure traffic safety while working upon the county roads.

APPROVAL OF THE BILL LIST:

Councilman Armbruster motioned to approve the bill list upon proper review and certification, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

ORDINANCES AND RESOLUTIONS:

RESOLUTION R16- 109 AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE MUNICIPAL ALLIANCE AGREEMENT FOR 2016-2017 WITH THE COUNTY OF CAMDEN IN CONJUNCTION WITH THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE. Councilwoman Nucera read by title. Councilwoman Nucera motioned to approve, seconded by Councilman Schaeffer, and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-112 AUTHORIZING CANCELLATION OF PROPERTY TAXES ON A TAX EXEMPT PROPERTY, BLOCK 1, LOT 12, OTHERWISE KNOWN AS 22 NAYLOR AVENUE. Councilwoman Nucera read by title. Councilman Fisher motioned to approve, seconded by Councilman Schaeffer. Councilman Armbruster questioned the ownership of the property, and wished for confirmation to be obtained that the owners of record had actually acquired the property. Jenai Johnson stated that the records of the tax office reflect the owners as presented, but noted that she would send a follow up email confirming the ownership as listed. Hearing no further comments, motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-113 ADOPTING REVISIONS TO PERSONNEL POLICIES AND PROCEDURES. Councilwoman Nucera read by title. Jenai Johnson noted that these changes were in accordance with the Employee Practices Liability biannual update required by the JIF. Councilman Fisher motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

Jenai Johnson noted that the hard copies had been placed in the mailboxes for Mayor and Council and requested that the last page, a receipt acknowledgment, be returned to her office.

RESOLUTION R16-114 TO AFFIRM THE BOROUGH OF CLEMENTON'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS. Councilwoman Nucera read by title. Jenai Johnson noted that the approval of this resolution was also required for the EPL updates for JIF coverage. Councilwoman Nucera motioned to approve, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-115 AUTHORIZING ISSUANCE OF MERCANTILE LICENSE TO YOGESH PATEL FOR OPERATION OF JAY COMMUNICATIONS PLUS, LOCATED AT 106 WHITE HORSE PIKE. Councilwoman Nucera read by title. Councilman Armbruster motioned to approve, seconded by Councilman Schaeffer and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-116 AUTHORIZING ISSUANCE OF MERCANTILE LICESNE TO ANKIT PATEL FOR THE OPERATION OF KWICK MART, LOCATED AT 328 WHITE HORSE PIKE, UNIT 1. Councilwoman Nucera read by title. Councilwoman Milano motioned to approve, seconded by Councilman Schaeffer and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-117 AFFIRMING SUPPORT AND AUTHORIZATION OF A "NOW MOW ZONE" LOCATED ON EAST ATLANTIC AVENUE IN THE BOROUGH OF CLEMENTON. **(TABLED)**

Jenai Johnson noted that this resolution was being tabled at present and would appear upon the agenda of a future council meeting. Ms. Johnson noted that she had attempted to obtain specific information from Joseph Feldman, the Chair of the Joint Land Use Board, who had not responded to the request to date.

RESOLUTION R16-118 CONFIRMING EXTENSION OF GRACE PERIOD FOR 2016 FINAL TAX BILLS TO AUGUST 18, 2016. Councilwoman Nucera read by title. Councilwoman Milano motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-119 AUTHORIZING REFUND OF PROPERTY TAX PAYMENT FOR BLOCK 59, LOT 1.131, OTHERWISE KNOWN AS 150 CHELSEA CIRCLE. Council President Nucera read by title. Councilwoman Milano motioned to approve, seconded by Councilman Schaeffer. Councilman Armbruster stated that he wished to know the reason for exemption for the property, which was located in a residential neighborhood. Jenai Johnson stated that there were strict certain criteria which would enable a property to be exempt, and noted that the resolution was provided for presentation on the agenda by the Tax Collector, who was

knowledgeable on the tax exemption requirements. Jenai Johnson noted that she could obtain the exact cause of the exemption and distribute to council as a follow up, or that council could choose to table the matter until such time that the information was available. Hearing no further comments, motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-120 PROCLAIMING SEPTEMBER AS OVARIAN CONCA

AWARENESS MONTH. Council President Nucera read by title. Councilman Fisher motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews. Jenai Johnson noted that she had spoken to Mayor Thomas Weaver, who was not present, but he had indicated that he and a group that had previously participated in the teal decorations would do so again this year.

RESOLUTION R16-121 AUTHORIZING RENEWAL OF INACTIVE LIQUOR LICENSE

0411-33-008-006, 1000 PARK AVENUE INVESTMENTS LLC, FOR THE 2016-2017 LICENSE TERM PURSUANT TO NJSA 33:1-12.39. Council President Nucera read by title. Councilman Fisher inquired which license the resolution related to. Jenai Johnson informed the body that the inactive license was associated with the property formerly operated as the Irish Pub. Councilman Schaeffer motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-123 APPROVING CERTAIN APPOINTMENTS TO THE VOLUNTEER MEMBERSHIP OF EMERGENCY MANAGEMENT.

Council President Nucera read by title. Councilman Fisher wanted to clarify that the appointments being made were simply volunteers. Councilman Schaeffer confirmed that he was correct, and that these individuals would be volunteers willing to assist in an emergency. Councilman Armbruster asked if the individuals listed had been contacted and agreed to volunteer their time. Councilman Schaeffer stated that it was his belief that they had been. Keith Cybulski, a resident whose name appeared on the appointment list, confirmed that he had been contacted and agreed to serve on the Emergency Management Volunteer roster. Hearing no further comments, Councilwoman Milano motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-124 AUTHORIZING EXPENDITURE OF OPEN SPACE FUNDS IN AN AMOUNT NOT TO EXCEED \$17,300 FOR IMPROVEMENTS TO DANIEL DOUGHERTY

SPORTS COMPLEX. Council President Nucera read by title. Councilman Armbruster suggested that the expenditure authorization be increased to \$25,000. Jenai Johnson noted that the Borough would not be able to contract with the anticipated vendor above the \$17,500.00 bid threshold without placing the project out to bid. Hearing no further comments, Councilwoman Milano motioned to approve R16-124 with the authorization increased to \$25,000.00, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

RESOLUTION R16-125 AUTHORIZING ACQUISITION OF EDMUNDS & ASSOCIATES WIPP PROGRAM FOR ONLINE PAYMENT AND TAX SEARCHES.

Council President Nucera read by title. Jenai Johnson noted that she had obtained confirmation after the previous meeting, that the Borough was not charged per transaction, and that the costs were assessed to the card holder. Hearing no further comments, Councilwoman Nucera motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

UNFINISHED BUSINESS:

There were no discussions regarding unfinished business.

NEW BUSINESS:

HOUSING AUTHORITY/JEFFREY WATSON- Jenai Johnson reported that correspondence had been received from the Clementon Housing Authority, which requested that Jeffrey Watson be appointed to a vacant Council appointed term, which expires June 30, 2019. Ms. Johnson noted that Mr. Watson was currently in a holdover appointment as an appointee of the Governor, who had not announced his appointment to date. Councilman Armbruster stated that the Clementon Housing Authority felt that appointing Mr. Watson to the vacant council appointed seat would guarantee the ability to retain the experience, knowledge and education of Mr. Watson on the Authority. Hearing no further comments, Councilwoman Nucera motioned to appoint Jeffrey Watson to the Clementon Housing Authority for a term expiring June 30, 2019, seconded by Councilman Schaeffer and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Schaeffer. Absent: Andrews.

MEMORIALIZED BY RESOLUTION R16-126

COMMUNITY CENTER USE- Councilwoman Nucera stated that the Girl Scouts had requested the use of the community center under the library on Thursdays from 7PM-8:30PM, as opposed to the current approved usage on Saturdays. Council agreed to the usage and there were no objections. Jenai Johnson stated that she would confirm the availability of the area and coordinate with Councilwoman Nucera.

Councilwoman Nucera stated that the CYAA would be having a carwash over the weekend at the Daniel Dougherty Ballfields, and noted that an insurance certificate would be provided to the Borough. Councilwoman Nucera noted that the carwash would be held from 9am-12pm.

Councilwoman Nucera reported that Clean Communities would be held on October 15th and 16th behind the library, and she would be attempting to coordinate a townwide yardsale in conjunction with the event again.

Councilwoman Nucera stated that the Clementon Youth Athletic Association wished to hold a Zumba Class at the Community Center on Wednesday Evenings beginning September 21st and ending October 26th. Councilwoman Nucera stated that the organization would need the facility for approximately one hour each Wednesday to host the event, and wished to have Council weigh in on what the rental would cost.

Councilman Armbruster stated that caution needed to be taken in assuring that any approvals were in accordance with the ordinance, which dictated that rentals were for a period of 4 hours, and set fees were incorporated. Councilman Armbruster voiced concern that allowing this type of hourly rental would set a precedence for similar requests by other organizations.

Councilwoman Nucera asked Solicitor Botcheos if it were appropriate to reduce the rental fees to an hourly rate, and allow the non profit organization to be assessed an hourly rental for the designated weeks. Solicitor Botcheos stated that Council could interpret the ordinance to allow for a \$25.00 hourly rental, and had the discretion to set a rental rate of not to exceed \$100.00 per hour for rental by non profit Clementon based organizations. After brief discussion, Councilwoman Nucera motioned to authorize the rental of the community center facility by Clementon Youth Athletic Association each Wednesday evening, for the period beginning September 21, 2016 and ending October 26, 2016 at a rate of \$25.00 per rental. Councilman Fisher seconded the motion and motion was carried upon the call of roll. Ayes: Fisher; Milano; Nucera; Schaeffer. Nays: Armbruster. Absent: Andrews.

MEMORIALIZED BY RESOLUTION R16-127

PRIVILEGE OF THE FLOOR:

John Busch, Chief of Clementon Fire/Rescue- Chief Busch thanked the members of the governing body for their support in the appointments that were accepted earlier in the meeting. Chief Busch also noted that he had submitted a written report, detailing that the alliance between the three towns had been highly successful.

Jeff and Sandra Hartley, 147 Ohio Avenue- Mr. and Mrs. Hartley stated that they had concern for an abundance of abandoned homes in their neighborhood, and wished to know if the Governing Body had any tools or abilities to address the properties. They expressed specific concern regarding a property located at 122 Ohio Avenue.

Councilman Armbruster, along with the other members of the Governing Body explained the constraints placed upon the municipality when dealing with abandoned properties. It was explained that stringent regulations were in place which delay action by the municipality. Councilman Armbruster stated that all appropriate actions were being taken by the public works department in conjunction with code enforcement, and that unfortunately the process prohibits immediate rectification by the municipality without proper timed notice. Councilman Armbruster stated that there were over 100 properties in town currently that the departments were attempting to address, many of which were bank owned.

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

EXECUTIVE SESSION:

Councilwoman Nucera motioned to enter executive session 8:40pm for an approximate period of 30 minutes for the following matters:

DISCUSSION REGARDING PENDING LITIGATION- MT. CARMEL LAND

DISCUSSION REGARDING PERSONNEL MATTERS-FOP GRIEVANCE

Motion was seconded by Councilman Schaeffer and hearing none opposed, motion was carried.

Council woman Milano motioned to reenter open session at 8:57pm, seconded by Councilwoman Nucera and hearing none opposed, motion was carried.

There were no actions as a result of executive session.

ADJOURNMENT:

Councilwoman Nucera motioned to adjourn at 8:58pm, seconded by Councilwoman Milano and hearing none opposed, the meeting was adjourned.

Respectfully Submitted,



Jerlai L. Johnson,
Municipal Clerk/Administrator