

**MINUTES OF THE
BOROUGH OF CLEMENTON
AUGUST 21, 2018
CAUCUS/COUNCIL MEETING
OF THE MAYOR AND COUNCIL**

OPENING: Mayor Thomas Weaver called the meeting to order at 7:04PM.

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 Weaver; Councilman Mark Armbruster; Councilman Jonathan Fisher; Councilwoman Meghan Milano; Councilwoman Christine Nucera; Councilman Thomas Shaw; Councilwoman Holly Strobl. Also Present were Solicitor George Botcheos, Steven Bach of Bach Associates, and Wayne Roorda of Bach Associates.

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

PRESENTATION OF CERTIFICATES OF PARTICIPATION FOR SUMMER

READING PROGRAM: No attendees from the program were present, and it was noted that they had been provided with their recognition certificates at an alternate event.

ENGINEER REPORT: Steven Bach of Bach Associates stated that this report would serve as a mid-year checkup on pending items, and noted that the format of the report had changed slightly to allow more fluency in following the status of each project. Mr. Bach also noted that it had been determined that the Engineering Committee would hold a monthly meeting on the second Thursday of each month at 4:30PM. Mr. Bach deferred to Mr. Roorda to review the written report, which has been filed in the appropriate manner in the Municipal Building:

Repairs at Bottom's Lake Dam- Mr. Roorda reported that his office had submitted revised permit application materials to the DEP, including a revised site plan for the installation of concrete slab in lieu of gabion riprap for stabilization. The Borough was currently awaiting a response from DEP regarding the acceptable use of concrete slab stabilization.

Improvements at Barry Place- Mr. Roorda stated that his office would be providing survey and consultation services regarding drainage and roadway improvements at Barry Place. Mr. Roorda noted that drainage was a priority in the project.

CDBG 2018 Funding- Mr. Roorda reported that the County had awarded the Borough \$242,049.00 for improvements at Lake Avenue and Cherry Lane.

NJDOT FY2018 Lake Avenue- Mr. Roorda reported that his office was to prepare estimates for use of retaining walls or grading within construction easements for the proposed road widening. Bach Associates would be advising the Borough accordingly related to the costs associated with the retaining wall versus the regrading of embankments. Mr. Roorda noted that temporary construction easements for grading and reseeding and widening the road would be required. Discussion occurred regarding the intent of the Borough to avoid the cost of the relocation of utility poles for the project.

Safe Routes to School 2018- Mr. Roorda stated that his office would be consulting with the Borough regarding information needed from the Borough and the BOE. Mayor Weaver noted that the school was attempting to assist in fulfilling criteria for the funding as well.

NJDOT FY2017-Brand Avenue- Mr. Roorda stated that the Construction was substantially complete on the project and a couple of small patches and striping was required. Discussion occurred regarding the possibility of installation of a speed table or hum with the remainder of funds, which amounted to approximately \$7,000.00. Concern was noted with potholes remaining in the road and Mr. Roorda stated that they were included in the contract and would be addressed.

NJDOTFY 2016 Ohio Avenue Phase II- Mr. Roorda stated that construction had commenced and was substantially complete. Mr. Roorda noted that a payment recommendation would be forthcoming for review and approval. It was noted that there was approximately \$16,000.00 remaining in the grant funds and discussion would occur with the engineering committee on how to expend those funds.

Municipal Building Underground Storage Tank- Mr. Roorda stated that his office had provided a proposal from Pennoni for LSRP services for remediation and closout of the case associated with the municipal building and underground storage tank. Mr. Roorda stated that there were some additional costs projected and that it should be included as a work item with the engineering committee. It was also noted that it should possibly be included in the 2019 capital plan.

Rehabilitation of Well No. 9 NJEIT- Mr. Roorda stated that the project was slated for the Spring of 2019 and noted that the Borough would be required to start the debt payments immediately.

Infrastructure Improvements Water and Sewer- Councilman Armbruster stated that the water and sewer system in the Borough of Clementon was in dire need of improvement and money would need to be expended on upgrades and maintenance of the infrastructure. It was noted that the Borough could not apply for grants on County Roads unless the municipality can certify the condition of the utilities, which was not possible. Councilman Armbruster stated that the infrastructure in Clementon was 100 years old. Discussion occurred regarding loans that were available at an interest rate of 1% through the NJ Infrastructure Trust for improvements to utility systems.

NJDOT Application Projects- Mr. Roorda stated that the Borough needed to make a determination on the project to include for the next round of NJDOT funding. Discussion occurred regarding including improvements to Carver Avenue, but it was noted that the Carver Avenue improvements were in the cost area of \$130,000 and that an additional road would need to be included. Mr. Roorda stated that the fact that Carver Avenue extended into another municipality would add to the eligibility of the project for funding. Sitley Avenue was briefly discussed and discarded as a possible choice as it was noted that the Borough would need to enter a Shared Service to apply for that project. Mr. Roorda stated that the application was due in October and a resolution would need to be approved at the September meeting.

**PRIVILEGE OF THE FLOOR FOR A TOTAL TIME NOT TO EXCEED 10 MINUTES
FOR ITEMS APPEARING ON THE AGENDA ONLY:**

Keith Cybulski, Clementon Borough- Mr. Cybulski stated that he believed that expending money to repair a fence in the area of the upcoming county construction seemed ludicrous. Mayor Weaver stated that the fence proposed for repair was behind the senior center and adjacent to Hero's Park. Mr. Cybulski highly recommended that the Borough wait until the completion of construction on Gibbsboro Road to repair the damaged fence.

Jeff Hartley, Ohio Avenue- Mr. Hartley stated that he wished to thank the Borough for the improvements on Ohio Avenue and believed the “s” curve was improved. Mr. Hartley also commended the four way stop sign and encouraged consideration of speed humps after the “s” curve toward Gibbsboro Road. Mr. Hartley also stated that he believe that installation of r way stop signs at the intersections of Ohio and Pennsylvania, and Washington and Ohio Avenue would be beneficial.

Michael Nichols, 132 Ohio Avenue- Mr. Nichols stated that his family had witnessed cars speeding on Ohio Avenue, and also asked if we can attempt to get permission to cut trees blocking the sight line on vacant properties.

Mr. Kevin Walsh, also of Ohio Avenue, posed the same request in which he asked that the site line be improved by cutting back the overgrowth.

Mary Pape, Pine Hill- Ms. Pape stated that she wished to introduce herself as the founder of the “Joseph Project”, which was a woman’s group to assist in giving a second chance of success for women between the ages of 45-60.

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

APPROVAL OF MINUTES:

MINUTES OF THE JULY 17, 2018 CAUCUS/COUNCIL MEETING- Councilman Thomas Shaw motioned to approve, seconded by Councilwoman Milano and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

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

ORDINANCES AND RESOLUTIONS:

INTRODUCTION/FIRST READING

ORDINANCE 2018-10 AMENDING ORDINANCE 11 AND 97-14 ESTABLISHING HEARING PROCEDURES ON DISCIPLINARY ACTIONS OF THE POLICE

DEPARTMENT. Mayor Weaver read by title. Councilman Fisher motioned to approve on first reading, seconded by Councilwoman Milano and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

INTRODUCTION/FIRST READING

ORDINANCE 2018-11 CANCELING CERTAIN FUNDED APPROPRIATION BALANCES THERETOFORE PROVIDED FOR CAPITAL IMPROVEMENTS AND REAPPROPRIATING SUCH FUNDED APPROPRIATION BALANCES FOR OTHER CAPITAL PROJECTS. Mayor Weaver read by title. Councilwoman Milano motioned to approve on first reading, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18- 120 CONFIRMING EXTENSION OF GRACE PERIOD FOR 2017

THIRD QUARTER TAX PAYMENTS. Mayor Weaver read by title. Councilman Fisher motioned to approve, seconded by Councilman Shaw and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-121 AUTHORIZING RENEWAL OF MEMBERSHIP IN THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-122 AMENDING PERSONNEL POLICIES AND PROCEDURES MANUAL FOR THE BOROUGH OF CLEMENTON, "NEPOTISM PROCEDURE", TO INCLUDE "ANY IMMEDIATE RELATIVE, (AS DEFINED IN THE NEPOTISM PROCEDURE OF THE BOROUGH OF CLEMENTON), OF ELECTED OFFICIALS OF THE BOROUGH OF CLEMENTON, MUST BE HIRED BY A MAJORITY VOTE OF THE FULL GOVERNING BODY". Jenai Johnson read by title. Councilwoman Milano motioned to approve, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Fisher; Milano; Nucera; Shaw; Strobl. Nays: Armbruster.

RESOLUTION R18-123 SUPPORTING SAFE ROUTES TO SCHOOL PROGRAM. Mayor Weaver read by title. Councilman Fisher motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-124 APPROVING FIREWORKS PERMIT APPLICATION FOR CLEMENTON LAKE PARK FOR A DISPLAY TO BE HELD ON AUGUST 31,2018. Jenai Johnson announced that Clementon Lake Park had advised the Borough immediately prior to the meeting that the vendor was unable to accommodate a display on the proposed date, and the request had been withdrawn for the fireworks permit. No action was taken and Resolution R18-124 was skipped.

RESOLUTION R18-125 REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION PURSUANT TO NJS 40A:4-87. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-126 REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR ABANDONED/FORECLOSED PROPERTY MAINTENANCE FUND REQUIRED BY NJS 40:48-2.12s. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilman Fisher and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-127 APPROVING PAYMENT #1 TO AMERICAN ASPHALT COMPANY, INC. IN THE AMOUNT OF \$147,883.32 FOR THE RECONSTRUCTION OF BRAND AVENUE PROJECT. Mayor Weaver read by title. Councilman Armbruster motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-128 APPROVING PAYMENT #2 TO GAMBALE CONCRETE LLC IN THE AMOUNT OF \$95,838.63 FOR THE RECONSTRUCTION OF OHIO AVENUE-PHASE II PROJECT. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilman Armbruster and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-129 AUTHORIZING EMERGENCY REPAIRS TO PRINCETON AVENUE PUMP STATION. Mayor Weaver read by title. Councilwoman Milano motioned to approve, seconded by Councilwoman Nucera and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

RESOLUTION R18-130 AUTHORIZING EXPENDITURE OF OPEN SPACE FUNDS IN AN AMOUNT NOT TO EXCEED \$6,500.00 FOR REPAIR OF FENCING AND TREE REMOVAL AT CERTAIN LOCATIONS IN THE BOROUGH OF CLEMENTON. Mayor Weaver read by title. Councilwoman Nucera motioned to approve, seconded by Councilwoman Strobl and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

UNFINISHED BUSINESS:

There were no matters for discussion related to unfinished business.

NEW BUSINESS:

DISCUSSION REGARDING INSTALLATION OF 4-WAY STOP SIGN AT INTERSECTION OF OHIO AVENUE AND WASHINGTON- Mayor Weaver inquired with Chief Grover if there were any issues with installing a 4-way stop sign at the intersection of Ohio Avenue and Washington Avenue. The Chief stated that he did not foresee any problems with the proposal. Council also did not pose any objections to the proposal. Discussion also occurred and it was determined that 4-way stop signs would be installed at the intersection of Ohio Avenue and Pennsylvania Avenue as well. Solicitor Botcheos was asked to prepare an ordinance for introduction at the following meeting for the enforcement of the signage determined above.

DISCUSSION REGARDING RELOCATION OF DIGITAL SIGN- Discussion occurred regarding the relocation of the digital sign at Railroad Park due to large equipment recently installed by Conrail at the location, which blocked the view of the sign to passers-by. Councilman Armbruster suggested that an additional sign be purchased for people coming south, if the sign were to be installed in the front of Borough Hall as suggested by Mayor Weaver. Councilwoman Nucera suggested that the sign possibly be displayed at the corner where the Clementon Memorial Library is located.

DISCUSSION REGARDING RE- DESIGNATION OF "RAILROAD PARK TO "SANDBERG PARK" AND ACQUISITION/INSTALLATION OF SIGNAGE- Mayor Weaver stated that he had been approached and recommended that the Railroad Park be renamed as "Sandberg Park", and noted that he wished to purchase and install signage to reflect this. There were no objections from the Governing Body and it was determined that a dedication could be scheduled for the spring and the family invited to attend the ceremony.

REQUEST FOR WEEKLY USE OF SMALL COMMUNITY ROOM BY "A JOSEPH PROJECT COMMUNITY DEVELOPMENT CORP.- Ms. Mary Pape was in attendance and stated that she wished to be granted permission to utilize the small meeting room located under Clementon Memorial Library to hold weekly meetings of the Joseph Project to empower women in the age group of 45-60. The requested meeting times would initially be Saturdays from 11am-1pm, with expansion possible in the future depending on attendance. Councilman Armbruster inquired what geographic area the program would serve and it was stated that the target group would be from Lindenwold, Pine Hill and Clementon. Councilman Armbruster asked if the organization was a registered 501c and it was noted that it was. There were no objections to the request.

RESOLUTION R18-131 AUTHORIZE THE USE OF THE LIBRARY MEETING ROOM BY JOSEPH PROJECT COMMUNITY DEVELOPMENT CORP. After brief discussion during New Business, Councilwoman Strobl motioned to approve and waive any rental fees, seconded by Councilman Armbruster and hearing none opposed, motion was carried.

CLEMENTON LIBRARY COMPUTERS- It was reported that Clementon Elementary School had purchased new computer equipment and had donated approximately 10 computers to the Clementon Memorial Library. It was requested that the Jenai Johnson contact the IT company to set up the computers for public use.

RESOLUTION R18-131B AUTHORIZING TEMPORARY HIRE OF UP TO 10 HOURS A WEEK FOR MICHAELA BOSLER FOR THE CONSTRUCTION CLERK POSITION RETROACTIVE TO AUGUST 8, 2018 WITH AN HOURLY RATE OF \$20.00. Jenai Johnson read by title. Councilwoman Nucera motioned to approve, seconded by Councilwoman Milano and motion was carried upon the call of roll. Ayes: Armbruster; Fisher; Milano; Nucera; Shaw; Strobl.

Brief discussion occurred regarding the recommendation of the personnel committee to move the temporary seasonal laborer, Chawn Scott, to the full time permanent position of laborer in the Borough of Clementon at an hourly rate of \$13.00. It was determined that Jenai Johnson was authorized to make this employment adjustment as an entry level position in the Department of Public Works.

PRIVILEGE OF THE FLOOR:

Mayor Weaver opened the floor to the public for comment.

Brenda Franks, Van Horn Avenue- Ms. Franks stated that Nepotism was not a good thing and suggested that the policy be strengthened, as the resolution approved at the meeting did nothing to prevent or discourage nepotism. Mayor Weaver stated that a committee would meet and discuss the matter further to determine what additional actions could be taken. Ms. Franks stated that members of the Governing Body with relatives employed at the Borough should not be voting on salaries, and stated that the current policy did not even penetrate the surface. Ms. Franks stated that she had concern related to the prior discussion in which formation of additional positions had occurred and suggested that the Borough review the employee positions and better determine which were actually necessary.

Councilman Armbruster stated that he agreed that the taxes were out of control, noting that he had voted no on the budget and was not opposed to reducing positions. With no objection from Council, Councilwoman Armbruster agreed to form a committee to review the current positions, salaries and possible cuts with volunteers, such as Ms. Franks. Ms. Franks stated that she would be eager to participate in such a committee.

Ms. Franks stated that she had done some research on the Sandbergs property, which was formerly a trolley stop and ice cream shop, and had a rich history prior to that. Ms. Franks stated that it would likely be feasible to move the small building and preserve as a historic site. Council had no objection to Ms. Franks approaching the family to see if they would be willing to donate to the Borough for preservation.

Keith Cybulski, Van Horn Avenue- Mr. Cybulski stated that he thanked the Governing Body for the promotion of Charles Grover to the position of Police Chief. Mr. Cybulski stated that the Sergeants were performing the duties of Lieutenants and the Borough needed to bring the department up to the proper standards. Mr. Cybulski stated that the police feel underappreciated.

Mr. Cybulski stated that he was concerned that the Borough had not promoted Robert Freiling to the position of Public Works Director, as he had seen nothing but improvements since Mr. Freiling took over the department. Mr. Cybulski stated that Mr. Freiling would not be able to run the department until he became the "real boss".

Mr. Cybulski concluded by stating that the prosecutor for the Borough of Clementon, Paul Dougherty, had legal issues and needed to be removed from the position. Mr. Cybulski cautioned the governing body that other towns had suspended him from service following a car accident in which he left the scene.

Hearing no further comments from the public, Mayor Weaver closed the floor to the public for comment.

EXECUTIVE SESSION: There were no matters for discussion during executive session.

ADJOURNMENT: Councilwoman Strobl motioned to adjourn at 8:43pm, seconded by Councilman Shaw 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