

BOROUGH OF RIVERTON
A G E N D A
January 13, 2016, 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Moment of Silence to Honor Officer Thomas Whitlock**
- V. **Clerk's Report**
 - a. Roll Call
 - b. Public and Closed Minutes from December 9, 2015
 - c. Reorganization Minutes from January 6, 2016
 - d. Municipal Vacancy Report
- VI. **Solicitor Report**
- VII. **Treasurer's, Finance Report & Bill List for approval**
- VIII. **Meeting Open to the Public**

- IX. **Mayor Suzanne Cairns Wells**
 - a. Res. 13-2016 Establish Dates and Times for Regular Monthly meeting and Budget Work Sessions
 - b. Reports

- X. **Councilman Bill Corbi**
 - a. Res. 14-2016 To Authorize final payment to American Asphalt and Release of Maintenance bond for Elm Terrace
 - b. Res. 15-2016 Award bid for 2014 MA Road Improvements Project -00642
 - c. Reports
 - i. Electronic Waste

- XI. **Councilwoman Renee Azelby**
 - a. Res. 16-2016 To Establish Restricted parking for use by a Handicapped Persons in front of 621 Thomas Avenue
 - b. Res. 18-2016 Authorizing Mayor to Sign the Police Contract for 2016 - 2018
 - c. Ordinance 7-2015 Second Reading to Award a One time Salary Increase to Chief Shaw of \$6,700.00
 - d. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report

- XII. **Councilman Armand Bianchini**
 - a. Res. 17-2016 Authorizing the Clerk to Advertise for Bids for Various Projects for the Riverton Shade Tree Board
 - b. Reports

- XIII. **Councilman Joe Creighton**
 - a. Reports

- XIV. **Council President Mike Kinzler**
 - a. Res. 19 – 2016 Transfer Resolution
 - b. Reports

- XV. **Old Business**

- XVI. **New Business**
- XVII. **Adjournment**

**BOROUGH OF RIVERTON
A G E N D A
SPECIAL MEETING
January 28, 2016, 6:30 PM**

- I. Meeting called to order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. Meeting Open to the Public**
- V. Municipal Vacancy**
- VI. Swearing in of New Councilman**
- VII. Bill Lists**
- VIII. Adjournment**

BOROUGH OF RIVERTON
FINAL AGENDA
February 10, 2016, 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Swearing in of Councilman Kirk Fullerton**
- V. **Swearing in of Officer Steven Strobel**
- VI. **Clerk's Report**
 - a. Roll Call
 - b. Public Minutes from January 13 and January 28, 2016
- VII. **Solicitor Report**
- VIII. **Treasurer's, Finance Report & Bill List for approval**
- IX. **Meeting Open to the Public**
- X. **Mayor Suzanne Cairns Wells**
 - a. Res. # 25 - 2016 A Resolution to Borough Employees to Carryover 2015 Vacation time into 2016
 - b. Res. # 24 - 2016 A Resolution to Enter into a Closed Session for Potential Litigation
 - c. Reports
 - i. Committee Assignments Update
- XI. **Councilman Bill Corbi**
 - a. Res. # 27 - 2016 A Resolution Authorize the Mayor to Enter into a Shared Service Agreement for Snow Removal for 2016- 2018 with the County of Burlington
 - b. Res. # 28 - 2016 A Resolution to Authorize the County DPW to Handle Aerial Mosquito Control in 2016
 - c. Reports
- XII. **Councilwoman Renee Azelby**
 - a. Res. # 23 - 2016 A Resolution to Appoint Steven Strobel as a Full Time Officer
 - b. Res. # 21 – 2016 A Resolution to Appoint a Municipal Judge 2016 - 2018
 - c. Police Side Jobs
 - d. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XIII. **Councilman Armand Bianchini**
 - a. Res. # 30-2016 A Resolution to Memorialize a Statement of Sustainable NJ by the Riverton Borough Shade Tree Board
 - b. Reports
- XIV. **Councilman Joe Creighton**
 - a. a. Reports
 - i. Summer Camp
- XV. **Councilman Kirk Fullerton**
 - a. Reports
- XVI. **Council President Mike Kinzler**
 - a. Res. # 22 – 2016 A Resolution to Authorize the Disposal of Surplus Property
 - b. Res. # 29 – 2016 Transfer Resolution
 - c. Res. # 25 - 2016 A To Enter into a Maintenance Contract with Copiers Plus
 - d. Reports
- XVII. **Old Business**
- XVIII. **New Business**
- XIX. **Adjournment**

BOROUGH OF RIVERTON
A G E N D A
March 5, 2016, 9:00 A.M.

BUDGET WORKSESSION

- I. Meeting called to order
- II. Salute to the Flag
- III. Open Public Meetings Notice Act Statement by Mayor Cairns Wells
- IV. Budget Discussion
- V. Meeting Open to the Public
- VI. Res. #33-2016 A Resolution to Enter into a Closed Session to Discuss Personnel
- VII. Return to Public Session
- VIII. Final Council Comments Regarding Budget
- IX. Adjournment

BOROUGH OF RIVERTON
A G E N D A
March 9, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. Public and Closed Session Minutes from February 10, 2016
 - c. Minutes from March 5, 2016
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Mayor Suzanne Cairns Wells**
 - a. Reports
 - i. Discussion: Proposed Dog Park
- IX. **Councilman Bill Corbi**
 - a. Reports
 - b. Discussion: Extending Moratorium on Road Repair
- X. **Councilwoman Renee Azelby**
 - a. Ordinance # 1-2016; 2nd Reading An Ordinance Governing Outside Employment of Riverton Borough Police and Creating Procedures for Payment for Outside Employers
 - b. Ordinance # 2-2016; 1st Reading An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank for CY2016
 - c. Res. # 34-2016 Budget Introduction
 - d. Res. # 35-2016 Self Examination of the Budget Resolution
 - e. Res. # 36-2016 A Resolution to Authorize Emergency Temporary Appropriations
 - f. Res. # 40-2016 A Resolution to Authorize the Mayor to Enter into a Lease Agreement for Pitney Bowes DM300
 - g. Res. # 41-2016 A Resolution to Authorize the Mayor to Execute an Agreement with Private Agencies to Hire Borough Police Officer/s (DO NOT HAVE AT THIS TIME)
 - h. Res. # 42-2016 A Resolution for the Riverton Fire Company to Host the Boot Drive
 - i. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XI. **Councilman Armand Bianchini**
 - a. Res. #37-2016 A Resolution to Award Tree and Tree Stump Removal Contract for the Year 2016
 - b. Res. #38-2016 A Resolution to Award Tree Trimming Contract for the Year 2016
 - c. Res. # 39-2016 A Resolution to Award Tree Planting Contract for the Year 2016
 - d. Reports
- XII. **Councilman Joe Creighton**
 - a. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Council President Mike Kinzler** **ABSENT**
- XV. **Old Business**
- XVI. **New Business**
- XVII. **Adjournment**

BOROUGH OF RIVERTON

A G E N D A

April 13, 2016 at 7:30 PM

- I. Meeting Call to Order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. Clerk's Report**
 - a. Roll Call
 - b. Minutes from March 5, 2016 and March 9, 2016
 - c. Sacred Heart request
 - d. 515 Main Street chain barricade
 - e. Porch Club Garden Tour
 - f. PHS Football Boosters Request
- V. Solicitor Report**
- VI. Treasurer's, Finance Report & Bill List for approval**
- VII. Meeting Open to the Public**
- VIII. Mayor Suzanne Cairns Wells**
 - a. Res. # 49-2016 A Resolution Authorizing the Mayor to Enter into a Request for Assistance with the BCBC
 - b. Reports
- IX. Councilman Bill Corbi**
 - a. Res. #45-2016 A Resolution to Hire a Laborer in the Department of Public Works
 - b. Res. #46-2016 A Resolution to Memorialize the Traffic Control Plan for the Water Main Replacement project at Broad and Main Streets
 - c. Res. #48-2016 A Resolution to Certify Recycling Enhancement Taxes Paid to the Burlington County Landfill
 - d. Reports
 - e. Discussion: Extending Moratorium on Road Repair
- X. Councilwoman Renee Azelby**
 - a. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XI. Councilman Armand Bianchini**
 - a. Proclamation: Arbor Day
 - b. Reports
- XII. Councilman Joe Creighton**
 - a. Reports
- XIII. Councilman Kirk Fullerton**
 - a. Reports
- XIV. Council President Mike Kinzler**
 - a. Res. # 44-2016 Budget Adoption and Public Hearing
 - b. Ordinance # 2-2016; 2nd Reading An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank for CY2016
 - c. Ordinance # 3 -2016 Salary Ordinance, 1st Reading
 - d. Ordinance #4-2016 Bond Ordinance 1st Reading
- XV. Old Business**
 - a. Res. # 47-2016 A Resolution to Enter into a Closed Session for the Purpose of a Personnel discussion (tabled)
- XVI. New Business**
- XVII. Adjournment**

BOROUGH OF RIVERTON

A G E N D A

May 11, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Introduction of Michael Cramer, DPW employee**
- V. **Clerk's Report**
 - a. Roll Call
 - b. Minutes from April 13, 2016 Open and Closed Session
- VI. **Solicitor Report**
- VII. **Treasurer's, Finance Report & Bill List for approval**
- VIII. **Burlington County Bridge Commission Presentation- Mark Remsa**
- IX. **Meeting Open to the Public**
- X. **Mayor Suzanne Cairns Wells**
 - a. Discussion of Ordinance Banning Sale of Dog and Cats Bred in Inhumane Conditions
 - b. Reports
- XI. **Councilman Bill Corbi**
 - a. Res. #51-2016 A Resolution to Join the NJPA
 - b. Res. #52-2016 A Resolution to Memorialize a Pat Increase for Keith Adams
 - c. Res. #53-2016 A Resolution to Memorialize a Pat Increase for Scott McKone
 - d. Reports
 - e. Ordinance # 5-2016; 2nd Reading Road Moratorium
- XII. **Councilwoman Renee Azelby**
 - a. Ordinance #6-2016 1st Reading An Ordinance to Amend Ch. 123 Vehicles and Traffic
 - b. Res. #55-2016 A Resolution to Authorize the Mayor to Enter into an Agreement with the County in Support of the Annual Boot Drive
 - c. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XIII. **Councilman Armand Bianchini**
 - a. Reports
- XIV. **Councilman Joe Creighton**
 - a. Reports
- XV. **Councilman Kirk Fullerton**
 - a. Pompeston Creek Proclamation
 - b. Reports
- XVI. **Council President Mike Kinzler**
 - a. Res. #54-2016 A Resolution to Authorize A Payment to American Legion Post 156 For Boys State and Girls State
 - b. Ordinance # 3-2016; 2nd Reading Salary Ordinance
 - c. Ordinance # 4-2016; 1st Reading Bond Ordinance
 - d. Reports
 - i. Resignation of Donna Condo
- XVII. **Old Business**
- XVIII. **New Business**
- XIX. **Adjournment**

BOROUGH OF RIVERTON

A G E N D A

June 8, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. Minutes from May 11, 2016
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Mayor Suzanne Cairns Wells**
 - a. Res. #60-2016 A Resolution Amending Res. #11-2016 Naming Representatives for the River Route Advisory Committee
 - b. Res. #61-2016 A Resolution for the Mayor to enter into a Contract Agreement with Coded Systems
 - c. Appointment of Dan Colbert, Sr. to the Shade Tree Commission
 - d. Reappoint PB members
 - e. Reports
- IX. **Councilman Bill Corbi**
 - a. Reports
- X. **Councilwoman Renee Azelby**
 - a. Res. #58-2016 A Resolution to Memorialize an Increase of Salary for John Shaw
 - b. Ordinance #6-2016 2nd Reading An Ordinance to Amend Ch. 123 Vehicles and Traffic
 - c. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XI. **Councilman Armand Bianchini**
 - a. Reports
- XII. **Councilman Joe Creighton**
 - a. Res. #62-2016 Authorize Mayor to Execute Park Grant Award for \$55,000
 - b. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Council President Mike Kinzler**
 - a. Res. #57-2016 A Resolution to Authorize a 2% Pay Increase for Borough Employees
 - b. Res. #56-2016 Resolution for Chapter 159 BWC Resolution
 - c. Discussion of updating Agreement with Line Systems Inc and/or going out to bid for new phone system for the Borough Hall Offices
 - d. Ordinance # 3-2016; 2nd Reading Salary Ordinance
 - e. Ordinance # 4-2016; 2nd Reading Bond Ordinance
 - f. Reports
- XV. **Old Business**
- XVI. **New Business**
- XVII. **CLOSED SESSION**
 - a. Res. # 64-2016 A Resolution to Enter into A Closed Session for the Purpose of Potential Litigation (POSSIBLE)
- XVIII. **Adjournment**
- XIX.

BOROUGH OF RIVERTON
A G E N D A
July 13, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. Minutes from June 8, 2016 Public and Closed Minutes
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Councilman Bill Corbi**
 - a. Res. #67-2016 A Resolution to Purchase a Case Front end Load and Tink Claw through the NJPA in accordance with O-2016-4
 - b. Res. #69-2016 A Resolution to Memorialize the Recycle Tonnage Grant for 2015
 - c. Res. # 73-2016 A Resolution to Dispose of Leaves at Coco Farms for 2016
 - d.
 - e. Reports
- IX. **Councilwoman Renee Azelby**
 - a. Res. #68-2016 2015 Audit Report Resolution
 - b. Res. #65-2016 A Resolution to Award 8th Grade Student Maura Scott \$150.00 for the Borough Council Civic Award
 - c. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- X. **Council President Mike Kinzler ABSENT**
- XI. **Councilman Armand Bianchini**
 - a. Ord. # O-2016-07 (Introduction) An Ordinance to Establish an Economic Committee for the Borough of Riverton
 - b. Reports
- XII. **Councilman Joe Creighton**
 - a. Res. #72-2016 A Resolution to Hold Harmless with Pheasant Run Swim Club
 - b. Discussion/Resolution to Award a Contract for Park Improvements to Riverton Memorial Park
 - c. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Mayor Suzanne Cairns Wells**
 - a. Res. #66 - 2016 A Resolution to Authorize the Mayor to enter into a contractual agreement with AIM Vault for Offsite Storage of Borough Documents.
 - b. Res. #74 -2016 A Resolution to Enter into a Closed Session to discuss Personnel and Potential Litigation
 - c. Reports
- XV. **Old Business**
- XVI. **New Business**
 - a. Split Rail fence at Riverton Memorial Park
- XVII. **Adjournment**

**BOROUGH OF RIVERTON
A G E N D A
SPECIAL MEETING
July 27, 2016, 6:30 PM**

- I. Meeting called to order**
- II. Salute to the Flag**
- III. Open Public Meetings Notice Act Statement**
- IV. Res. # 71-2016 A Resolution to Authorize Payments to a Temporary Employment Agency (Robert Half Accountemps)**
- V. Status update on hiring of staff**
- VI. Bill List**
- VII. Public Comment**
- VIII. Adjournment**

BOROUGH OF RIVERTON
A G E N D A
August 10, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Recognition of the 4th of July Committee**
- V. **Clerk's Report**
 - a. Roll Call
 - b. Minutes from July 13, 2016 Public and Closed Minutes
 - c. Minutes from July 27, 2016 Special Meeting
- VI. **Solicitor Report**
- VII. **Treasurer's, Finance Report & Bill List for approval**
- VIII. **Meeting Open to the Public**
- IX. **Councilman Bill Corbi**
 - a. Stormwater Coordinator, Certified Recycling Manager Title Acknowledgement
 - b. Reports
- X. **Councilwoman Renee Azelby**
 - a. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- XI. **Council President Mike Kinzler**
 - a. Res. #73-2016 A Resolution to Appoint James A. Duda as the Borough Certified Tax Assessor
 - b. Res. #76-2016 A Resolution to Appoint Donna Condo as a Temporary Chief Financial Officer
- XII. **Councilman Armand Bianchini**
 - a. Ord. # O-2016-07 (Adoption) An Ordinance to Establish an Economic Committee for the Borough of Riverton
 - b. Reports
- XIII. **Councilman Joe Creighton**
 - a. Res. # 75-2016 A Resolution to Award a Bid for Improvements to Riverton Memorial Park
- XIV. **Councilman Kirk Fullerton**
 - a. Reports
- XV. **Mayor Suzanne Cairns Wells**
 - a. Res. # 75-2016 A Resolution to Award a Bid for Improvements to Riverton Memorial Park
 - b.
 - c. Reports
- XVI. **Closed Session** Res. #77-2016 A Resolution to Enter into a Closed Session for a Discussion on Litigation
- XVII. **Old Business**
- XVIII. **New Business**
- XIX. **Adjournment**

BOROUGH OF RIVERTON
A G E N D A
September 14, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. August 10, 2016 minutes from Public Meeting and Closed Session
 - c. Report of BAN on behalf of CFO
 - d. Resignation of Temporary CFO
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Councilman Bill Corbi**
 - a. Res. #79-2016 A Resolution to Authorize T&M Consultants to Perform an Engineering Study on the Waste Water Treatment Facility
 - b. Reports
- IX. **Councilwoman Renee Azelby**
 - a. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- X. **Council President Mike Kinzler**
 - a. Res. #78-2016 A Resolution to Authorize a Stipend for Donna Condo as the Temporary Chief Financial Officer
 - b. Res. #80-2016 A Resolution to Amend the Adopted Budget for Additional Items of Revenue and Offset Appropriations (Chapter 159) for the Shade Tree Board
 - c. O-2016-08 (1st reading) An Ordinance to Create the Position of a Finance Clerk and Amend Ordinance O-2016-04
 - d. Res. #81-2016 A Resolution to Appoint Dawn Bass as CFO
 - e. Res. #82-2016 A Resolution to Appoint a Finance Clerk
 - f. Res. #86-2016 A Resolution to Memorializing Intent to Enter into a Interlocal Service Agreement with Burlington Township
- XI. **Councilman Armand Bianchini**
 - a. Res. #85-2016 A Resolution to Authorize the Clerk to Advertise for Round Two of Shade Tree Board Trimming (TABLED)
 - b. Reports
- XII. **Councilman Joe Creighton**
 - a. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Mayor Suzanne Cairns Wells**
 - a. Res. #83-2016 A Resolution to Endorse a USA Sanctioned Bicycle Event and Authorize an Agreement with the Historic Riverton Criterium
 - b. Res. #84-2016 A Resolution to Authorize the Mayor to Execute a Release and Hold Harmless with the County of Burlington and Historic Riverton Criterium for the Bicycle Event on June 11, 2017.
 - c. Res. #87-2016 A Resolution to Authorize Payment not to Exceed \$1600 to ERI for the Survey of Intended Dog Park
 - d. Reports
- XV. **Old Business**
- XVI. **New Business**
- XVII. **Adjournment**

BOROUGH OF RIVERTON
A G E N D A
October 12, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. September 14, 2016 minutes from Public Meeting
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Councilman Bill Corbi**
 - a. Reports
- IX. **Councilwoman Renee Azelby**
 - a. Res. #89-2016 A Resolution to Authorize a Curfew for October 30 -31, 2016 in the Borough of Riverton
 - b. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- X. **Council President Mike Kinzler**
 - a. Res. #90-2016 A Resolution to Authorize the Mayor to Execute an Interlocal Service Agreement with Burlington Township
 - b. O-2016-08 (2nd reading) An Ordinance to Create the Position of a Finance Clerk and Amend Ordinance O-2016-04
- XI. **Councilman Armand Bianchini**
 - a. Res. #85-2016 A Resolution to Authorize the Clerk to Advertise for Round Two of Shade Tree Board Trimming
 - b. Discussion on Emerald Ash Borer
 - c. Reports
- XII. **Councilman Joe Creighton**
 - a. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Mayor Suzanne Cairns Wells**
 - a. Res. #88-2016 A Resolution to Appoint New Jersey Pension Supervising Officer and Certifying Officer
 - b. Reports
- XV. **Old Business**
 - a. Res. #91-2016 A Resolution to Enter into a Closed Session/Litigation
- XVI. **New Business**
- XVII. **Adjournment**

BOROUGH OF RIVERTON
A G E N D A
November 9, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. October 12, 2016 Public Meeting and Closed session minutes
 - c. Correspondence
 - d. Election Results
 - e. Holiday Party
- V. **Solicitor Report**
- VI. **Treasurer's, Finance Report & Bill List for approval**
- VII. **Meeting Open to the Public**
- VIII. **Councilman Bill Corbi**
 - a. Reports
- IX. **Councilwoman Renee Azelby**
 - a. Res. #94-2016 A Resolution to Memorialize the Discussion and Submission of Best Practices CY2016
 - b. Res. #95-2016 A Resolution to Establish a Policy for Tax Appeal Notification
 - c. Res. #99-2016 A Resolution Authorizing the Clerk to send a Notification of Discontinued Service
 - d. Res. #100-2016 A Resolution to Request Permission for a Dedicated by Rider for Uniform Fire Safety Act Penalty Moneys
 - e. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report
- X. **Council President Mike Kinzler - ABSENT**
- XI. **Councilman Armand Bianchini**
 - a. Res. #96-2016 A Resolution to Award A Contract to Eastern Environmental for the 2016 2nd Tree Trimming
 - b. Reports
- XII. **Councilman Joe Creighton**
 - a. Res. #97-2016 A Resolution to Authorize Change Order #1 for Improvements to Riverton Memorial Park
 - b. Reports
- XIII. **Councilman Kirk Fullerton**
 - a. Reports
- XIV. **Mayor Suzanne Cairns Wells**
 - a. Res. #92-2016 A Resolution to Authorize the Clerk to Advertise for RFP
 - b. Res. #93-2016 A Resolution to Ratify and Publish the Re-Organization Meeting and Work Session dates for January 2017
 - c. Res. #101-2016 A Resolution In Support of Senate Bill S-2254 and Assembly Bill A-3821 Which Affirms the Intention of the Fair Housing Act
 - d. Reports
- XV. **Old Business**
 - a. Res. #98-2016 A Resolution to Enter into a Closed Session for Pending Litigation Updates
- XVI. **New Business**
- XVII. **Adjournment**

BOROUGH OF RIVERTON
A G E N D A
December 14, 2016 at 7:30 PM

- I. **Meeting called to order**
- II. **Salute to the Flag**
- III. **Open Public Meetings Notice Act Statement-Mayor Cairns Wells**
- IV. **Clerk's Report**
 - a. Roll Call
 - b. November 9, 2016 Public Meeting and Closed session minutes
 - c. Correspondence

- V. **Proclamation Mr. Bud Meglio**
- VI. **Solicitor Report**
- VII. **Treasurer's, Finance Report & Bill List for approval**
- VIII. **Meeting Open to the Public**

- IX. **Councilman Bill Corbi**
 - a. Res. #105-2016 To Authorize a Reduction of Sewer Payment at 301 S. Broad Street
 - b. Res. #109-2016 A Resolution to Authorize the Payout of Unused Earned Vacation Time for Frederick P. Rodi
 - c. Reports

- X. **Councilwoman Renee Azelby**
 - a. Res. #110-2016 A Resolution to Authorize the Purchase of Jamesville V-Force Turnout Gear for Riverton Fire Department
 - b. Reports
 - i. Police Reports
 - ii. Fire Report
 - iii. Municipal Court Report

- XI. **Council President Mike Kinzler – ABSENT**
- XII.
- XIII. **Councilman Armand Bianchini**
 - a. Res. #106-2016 A Resolution to Authorize the Clerk to Advertise for the Removal of Trees, Trunks and Stumps, And Stump Only Removals in the Borough for 2017
 - b. Reports

- XIV. **Councilman Joe Creighton**
 - a. Reports

- XV. **Councilman Kirk Fullerton**
 - a. Res. #102-2016 A Resolution to Amend the Schedule of Pay Periods for all Employees
 - b. Res. #103-2016 Transfer Resolution
 - c. Res. #108-2016 Resolution for 2016 Bond Anticipation Note
 - d. Res. #107-2016 A Resolution to Authorize the Mayor to enter into a contract with RVL Consultants
 - e. Reports

- XVI. **Mayor Suzanne Cairns Wells**
 - a. Reports
 - i. 301 S. Broad Street settlement

- XVII. **Old Business**
 - a. Res. #104-2016 A Resolution to Enter into a Closed Session for Pending Litigation Updates

- XVIII. **New Business**
- XIX. **Adjournment**

January 13, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby

Mr. Bill Corbi

Mr. Joe Creighton

Mr. Mike Kinzler

Absent:

Mr. Armand Bianchini

Other Borough Officials Present:

Tom Coleman, Esquire

Ms. Michelle Hack, Clerk,

Ms. Ashley Mele, Treasurer

Mr. Fred Rodi, DPW Manager

Police Chief John Shaw

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notification published in the Burlington County Times on December 6, 2015;
- b. Forwarding written notification to the Courier Post for informational purposes only on December 6, 2015;
- c. Posting written notice on the Official Bulletin Board on November 18, 2015."

CLERK'S REPORT

Ms. Hack submitted minutes from the public meeting and closed session held December 9, 2015 for approval. Ms. Ms. Azelby motioned to approve the minutes as submitted, seconded by Mr. Mr. Kinzler.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

Ms. Hack also submitted minutes from the reorganization meeting held January 6, 2016. After noting typographical corrections from Mayor Cairns Wells, Mr. Creighton motion to approve which was seconded by Ms. Azelby.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

Ms. Hack stated that no names have been submitted for the Council vacancy to date however Council will be alerted upon receipt.

SOLICITOR'S REPORT

Mr. Coleman touched on items to be discussed further into the agenda and will work closely with Riverton staff and Mayor and Council in the next month or so.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with a tax and sewer and finance report from December. Also presented was the bill list for the period ending January 13, 2016. Mr. Kinzler commented that the 2015 tax collection rate is 98.63% - is one of the highest rates and is in the top three in Riverton. This allows

the Borough to not to budget the loss in 2016, and is a result of the diligent work from the Tax Collector, Dolores Rosso. Mr. Kinzler motioned to approve the bill list which was seconded by Ms. Azelby.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

MEETING OPEN TO THE PUBLIC

No one from the public came forward to speak, therefore closing the public portion.

MAYOR AND COUNCIL BUSINESS AND REPORTS

RESOLUTION # 13 - 2016

**A RESOLUTION TO SET REGULAR MONTHLY MEETING DATES AND TIMES IN 2016
(IN FULL IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only, noting this year there will not be evening work sessions, only one Saturday Work Session for the purpose to work on the budget. Mr. Creighton motioned to approve the resolution and Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

Mayor Cairns Wells stated that she attended the reorganization meeting of the Riverton School Board and asked for volunteers to attend future meetings, since this Department will rotate amongst Council.

RESOLUTION # 14 - 2016

**A RESOLUTION TO AUTHORIZE FINAL PAYMENT AND RELEASE MAINTENANCE
BOND TO AMERICAN ASPHALT FOR THE ELM TERRACE ROAD PROJECT
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

RESOLUTION # 15 – 2016

**A RESOLUTION TO AWARD THE BID FOR MA2014-00642 ROAD IMPROVEMENTS
PROJECT-TO ARAWAK PAVING COMPANY
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second. Mr. Corbi will ho Mr. Corbi will hold a pre-construction meeting in the next couple of weeks.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

Mr. Corbi provided an updates on the department's efforts of leaf pick up for 2015, state required water treatment permits, pot holes and street sweeping. He also shared with Council correspondence that is being sent from the County in regard to picking up electronic waste and related disposal fees.

RESOLUTION # 16 – 2016
**A RESOLUTION TO ESTABLISH RESTRICTED PARKING FOR USE OF A
HANDICAPPED PERSON IN FRONT OF 621 THOMAS AVENUE**
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only. She and Chief Shaw explained this request came from the resident of said address. Council talked about the current space available on the street and if there's a driveway at the home. In other requests, that had been the deciding factor. Several members of Council questioned and discussed how the space would eventually be reverted into a non-handicapped spot, potential costs to the Borough, neighbor notification, residency, size of the spot, and precedence. After a lengthy discussion it was decided to table the resolution until more information can be gathered.

RESOLUTION # 18 – 2016
**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE MEMORANDUM OF
UNDERSTANDING AND SIGN & EXECUTE 2016 – 2018 POLICE CONTRACT IN LINE
WITH SAID MEMORANDUM OF UNDERSTANDING**
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and motioned for its approval; to which Mr. Creighton provided the second. All members of Council will be advised when the contract is final and afforded a copy.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

ORDINANCE 7 - 2015
**AN ORDINANCE TO PROVIDE FOR A ONE-TIME SALARY AJDUSTMENT FOR THE
POLICE CHIEF FOR ADDITIONAL HOURS IN A 3-MONTH PERIOD IN 2015 WITHIN
THE SALARY RANGE PROVIDED IN SALARY ORDINANCE 3-2015**
(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the ordinance by title only and motioned for its approval. With no Council discussion Ms. Azelby opened the floor for public comment. No one from the public came forward to speak; as such the public portion was closed. Ms. Hack noted this is the seconded reading and the ordinance summary was published in the Burlington County Times and posted on the Bulletin Board of the Borough Hall. Mr. Corbi offered a second for adoption of the ordinance.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

Ms. Azelby read reports from the Riverton Fire Department and the Riverton Municipal Court. She then turned the floor over to Chief Shaw who read his report. Chief Shaw also noted that his department is in receipt of funds for body cameras in the amount of \$3,000.00. He also stated for the record that the Riverton Police Department had one Internal Affairs investigation in 2015 which was investigated and closed at this time.

Mr. Creighton reported on park updates, including that he is in the process of scheduling a meeting with Mr. Bill Long of Alaimo for a meeting to determine the bid specs for the park grant. He in hopes for total reconstruction of the basketball courts due to falling fuel/oil costs. He also provided an update to the volunteer effort at the park and a sketch of for the storage shed area

RESOLUTION # 17 – 2016
A RESOLUTION AUTHORIZING THE CLERK TO ADVERTISE FOR BIDS FOR
VARIOUS PROJECTS FOR THE RIVERTON SHADE TREE BOARD
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the above resolution by title only Council discussed where the Borough currently is in the process and by way of this resolution we are throwing out all previous actions that were taken by the Shade Tree Board. Mr. Coleman suggested that the resolution condense certain specs to stay in compliance with Local Public Contracts Law. Therefore the resolution was amended to call for all tree and stump removals and all tree trimmings to be bid together. Mr. Creighton motioned for approval to which Ms. Azelby seconded.

ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

RESOLUTION # 19 – 2016
RESOLUTION TO APPROVE TRANSFERS
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for its approval. Mr. Corbi provided the second.

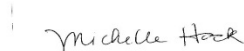
ROLL CALL: Ms. Azelby aye, Mr. Corbi aye Mr. Creighton aye, and Mr. Kinzler aye

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: With no further business to discuss Mayor Cairns Wells to which Ms. Azelby provided the second and the Council unanimously approved in the affirmative.

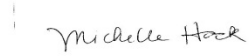
Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

ADJOURNMENT: With no further business to discuss Ms. Azelby motioned to close the meeting and Mr. Creighton provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

February 10, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby	Mr. Armand Bianchini	Mr. Bill Corbi
Mr. Joe Creighton	Mr. Kirk Fullerton	Mr. Mike Kinzler

Absent:

Other Borough Officials Present:

Tom Coleman, Esquire	Ms. Michelle Hack, Clerk,	Ms. Ashley Mele, Treasurer
Mr. Fred Rodi, DPW Manager	Police Chief John Shaw	

Solicitor Tom Coleman conducted the swearing in of new Councilman Kirk Fullerton to serve the unexpired term of Suzanne Cairns Wells through midnight December 31, 2016.

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notice published in the Burlington County Times Friday January 22, 2016
- b. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016
- c. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016"

CLERK'S REPORT

Ms. Hack submitted minutes from the public meetings held January 13, 2016 and January 28, 2016 for approval. Ms. Ms. Azelby motioned to approve the minutes as submitted, seconded by Mr. Creighton

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, abstain, and Mr. Kinzler aye

Ms. Hack reported:

1. Receiving a Bingo application from the Palmyra High School/Riverton PTO Post Prom Committee for March 7, 2016 at the Sacred Heart Church.
2. Receiving a One Day Social Affair application for the Bread of Life organization for April 23, 2016 at the Sacred Heart Church.
3. Notification from US Federal Government in regard to 2017 Census coming due
4. The Annual Debt Statement was sent to the State of NJ by the CFO on January 27, 2016.
5. The Annual Financial Statement was sent to the State of NJ via certified mail on February 9, 2016.

SOLICITOR'S REPORT

Mr. Coleman stated his working on finalizing the settlement at 410 Main Street and he has been working with Ms. Hack to review operational items as they come in.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the January 2016 Finance Report and Treasurers Report along with the bill list closing February 10, 2016. Motion to approve bill list as submitted by Mr. Kinzler and seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

MEETING OPEN TO THE PUBLIC

Ms. Phyllis Rogers presented the Riverton Century Bike Ride which is a family based event scheduled for June 11, 2016. The event commemorates the historic bike ride from NYC to Riverton's bike track in 1898. Activities include a 3 mile community bike ride, not a race, and will not require road closings; dinner at Orange Blossom for a nominal fee; participants spending the night in host homes; and snacks and music in the park provided by Riverton Historic Society. Chief Shaw commented that he reviewed the initial plans and at this time sees minimal traffic concerns that can be easily address and is glad to assist. Borough Clerk Ms. Hack noted the group has filed a park usage application. Mayor and Council unanimously affirmed they are happy to support the event.

Mayor Bill Brown alerted all on the improvement of Mr. Gene Bandine's health.

MAYOR AND COUNCIL BUSINESS AND REPORTS

RESOLUTION # 25 - 2016

A RESOLUTION TO AUTHORIZE BOROUGH EMPLOYEES TO CARRYOVER VACATION TIME FROM 2015 (IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the title by resolution only. Council discussed whether to limit the days and implement a time frame in which time is to be used. It was decided since our policy will be revamped in a new handbook to allow the request with the stipulation that all time must be used by April 30, 2016. Mr. Creighton motioned for approval and Mr. Bianchini made the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 24 – 2016

A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS PERSONNEL POLICY (IN FULL IN RESOLUTION BOOK)

This was tabled until the last agenda item. Mr. Corbi read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second. .

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Creighton motioned to come out of the closed session discussion, seconded by Ms. Azelby with all present members voting in the affirmative. These particular closed session minutes will become available at a time when it is appropriate; however filed in the closed session minutes book.

Upon returning to closed session, Ms. Azelby motioned for Labor Counsel to draft correspondence to certain retirees concerning previous vacation payouts. Mr. Fullerton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mayor Cairns Wells read two letters from the Riverton School Superintendant, Ms. Eck thanking the Department of Public Works for the Riverton Borough Clean Communities shopping bags for the students to take home and commending the department's response to the January 23 storm clean up.

Mr. Corbi provided an updates on the department's recent work on street repairs and gas lamp audit for repair. He commended the department on the storm clean up and on saving the Borough money on tree cuttings. Reported on employee resignation, Mr. Eric Fyler effective February 12, 2016 and sewage pump defunct. Municipal Maintenance repaired the aging pump but took 10 hours. He also reported that Mr. Keith Adams is taking charge of Borough employee safety. Mr. Kinzler commented that he was happy hear this and tasked each department to look into safety policies for the April 13, 2016 Council meeting.

RESOLUTION # 27 – 2016

**A RESOLUTION TO ENTEER INTO A SHARED SERVICE AGREEMENT FOR SNOW
REMOVAL WITH THE COUNTY OF BURLINGTON
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only asking for its approval. Mr. Kinzler provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 28 – 2016

**A RESOLUTION TO ENTEER INTO A SHARED SERVICE AGREEMENT FOR AERIAL
MOSQUITO CONTROL WITH THE COUNTY OF BURLINGTON
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only asking for its approval. Mr. Kinzler provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 23 – 2016

**A RESOLUTION APPOINTING STEVEN STROBEL TO A FULL TIME POLICE
OFFICER IN THE BOROUGH OF RIVERTON
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and motioned for its approval; to which Mr. Creighton provided the second. There was discussion on the conditions and the effective date of hire.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 21 – 2016
A RESOLUTION APPOINTING RICHARD ANTONUCCI TO SERVE AS THE
MUNICIPAL JUDGE FOR THE BOROUGH OF RIVERTON
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and motioned for its approval; to which Mr. Fullerton provided the second. The Clerk explained this is a formality as Cinnaminson already appointed him and this is a 3 year term expiring December 31, 2018.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

ORDINANCE 1 - 2016
AN ORDINANCE GOVERNING OUTSIDE EMPLOYMENT OF RIVERTON BOROUGH
POLICE AND CREATING PROCEDURES FOR PAYMENT BY OUTSIDE EMPLOYERS
(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the ordinance by title only and motioned for its approval; she explained this is a condition of the signed police contract and the ordinance was drafted by Elizabeth Garcia, Esquire. Mr. Fullerton provided the second. Public Hearing and adoption will be held on March 9, 2016.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 32 – 2016
A RESOLUTION AUTHORIZING RENEE AZELBY TO SERVE AS THE PUBLIC
SAFTEY DIRECTOR AS LISTED IN THE RIVERTON POLICE DEPARTMENT RULES
AND REGULATIONS FOR THE YEAR 2016.
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the above resolution by title only after a discussion with Chief Shaw noting the need for said resolution. Mr. Corbi motioned for the approval which was seconded by Mr. Bianchini.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Bianchini reported the Shade Tree Board has moved their March meeting to March 9 to review the bids that are due back to the Borough Hall. This is so they can make a recommendation to Council for the March 9 agenda.

RESOLUTION # 30 – 2016
A RESOLUTION TO MEMORIALIZE A STATEMENT OF SUSTAINABLE NEW JERSEY
TREE COVER PROGRAM BY THE RIVERTON SHADE TREE BOARD
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the above resolution by title only motioning for its approval. He commented the work the STB is doing to improve tree coverage throughout the Borough and this helps the Board accumulate “points” which help us obtain grants. Mr. Fullerton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

Mr. Creighton has no update on the landscape design for the storage shed and hasn't nailed down a date for the preconstruction meeting of the park redevelopment with Bill Long from Alaimo.

RESOLUTION # 31 – 2016

**A RESOLUTION TO AUTHORIZE THE BOROUGH OF RIVERTON TO ENTER INTO AN AGREEMENT WITH SCIROTTA AND ZAUN FOR THE RIVERTON SUMMER DAY CAMP IN THE RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)**

Mr. Creighton presented Council with the proposal he received for the day camp to run June 20 – July 8 for Riverton children in grades 1 – 9. He motioned for approval of the resolution and Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 29 – 2016

**A RESOLUTION TO APPROVE TRANSFERS
(IN FULL IN RESOLUTION BOOK)**

Mr. Kinzler read the resolution by title only and motioned for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 22 – 2016

**A RESOLUTION TO AUTHORIZE THE DISPOSAL OF SURPLUS PROPERTY ON GOVEDEALS
(IN FULL IN RESOLUTION BOOK)**

Mr. Kinzler read the resolution by title only and motioned for its approval. Ms. Azelby provided the second. Council discussed the items for sale as listed within the body of the resolution and there is no VIN number for the dirt bike, therefore can only be used on private property.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

RESOLUTION # 25 – 2016

**A RESOLUTION TO ENTER INTO A MAINTENANCE CONTRACT WITH COPIERS PLUS
(IN FULL IN RESOLUTION BOOK)**

Mr. Kinzler read the resolution by title only and motioned for its approval. Mr. Creighton provided the second. Mr. Kinzler explained how this contract came about and noted the financial savings as a result.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

OLD BUSINESS: Council discussed the section of a Yacht Club photo for Congressman Tom MacArthur's DC office.

NEW BUSINESS: Mayor Cairns Wells showed the new times sheets implemented for employees and asked if there are any objections to sending donations or flowers to recent Borough losses Former Chief Albert Reeves, Ms. Croft and Borough Contraction Official's mother. No one objected and agreed \$50.00 is a fair amount.

In other new Business Mayor Cairns Wells updated the Committee assignments to reflect the following:

Finance – Kinzler*, Azelby, Bianchini, Fullerton (only 3 members will meet at a time)

Parks & Rec/Environmental – Creighton*, Fullerton, Corbi

Public Safety (Police, Fire, Animal Control)/Court - Azelby*, Corbi, Creighton

Public Works/Sewer/Recycling – Corbi*, Azelby, Bianchini

Planning/Redevelopment – Creighton*, Bianchini, Cairns Wells

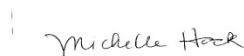
Shade Tree/Economic Development – Bianchini*, Fullerton, Cairns Wells

Admin/HR & Code Enforcement – Cairns Wells*, Kinzler,

*Chairperson

ADJOURNMENT: With no further business to discuss Mayor Cairns Wells to which Ms. Azelby provided the second and the Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

**March 5, 2016 9:30 AM Borough of Riverton
Budget Work Session**

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby
Mr. Joe Creighton

Mr. Armand Bianchini
Mr. Kirk Fullerton

Mr. Bill Corbi
Mr. Mike Kinzler

Absent: none

Other Borough Officials Present:

Mr. Rob Inverso, Auditor
Mr. Fred Rodi, DPW Manager

Ms. Michelle Hack, Clerk,
Police Chief John Shaw

Ms. Ashley Mele, Treasurer
Fire Chief Scott Reed

Mayor Cairns Wells read the following statement “Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notice published in the Burlington County Times Friday January 22, 2016
- b. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016
- c. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016”

Mr. Kinzler presented a draft workbook representative of the proposed 2016 CY Budget. He outlined line items that were under expended, which include Trash, Shade Tree, and WWTF. However the following came in over budget: COAH and vehicle maintenance, which will be addressed in the 2016 budget. The Borough refinanced a BAN at 1% with TD Bank. Borough’s self funded debt is 360k, with 11k paid back.

Department Heads discussed their Capital Budget expenses: Mr. Rodi stated the DPW department is in need of a new loader. There are two choices presented, Case (138k) and Volvo (117k). Volvo is a less expensive and would serve the Borough’s needs; however it doesn’t have the reputation, premium hydraulics and reliability of a Case. Additionally noted, Case offers a better warranty that includes service maintenance which could potentially drive costs if not in place. The consensus was to go with the Case machine.

The Finance Committee agreed to stop their support for PHS senior student awards, however continue to support payments for Boys State and Girls State through the American Legion. It was discussed and agreed upon that educational awards should be paid thru the school since we pay them so much from taxes. However the State programs are to teach youth about how government works and it makes sense to support that.

Riverton Police is in need of a new police vehicle. Chief Shaw provided an estimate of an SUV from Winner Ford for 29k and estimates retrofitting to be 10k. The vehicle that is being replaced is expected to be sold on Govdeals.com. Typically the cars fetch decent money on GovDeals.com.

Riverton Police will not purchase rifles and will focus on upgrading shotguns in 2016.

Riverton Police requested funds for an upgraded body cam plan. The company being used currently is "Taser". They are offering to replace our aging body cams, install car cameras and store the footage on their which will accommodate NJ records retention and off site storage guidelines and complaint with Attorney General Recommendations. The car cams will bring the Borough compliant with a new recommendation that all calls for service are recorded and removing the human error element. Taser also offers privacy restrictions that are required to be compliant on any recording that is requested through OPRA. The RPD will need to purchase docking stations for the cameras. Chief Shaw also noted that the Borough has been earmarked for a 3k grant from Burlington County for this purchase therefore totaling 5k.

Ms. Hack advised Council that we need line items for off site storage, server and software upgrades, and office renovations and updates.

Mr. Reed requested 100k for new turn out gear. The current turn out gear is set to expire this year. However he expects to obtain a grant for that same amount which would effectively cost the Borough no money. The caveat being the grant will not be confirmed until that last quarter of 2016. After discussion it was resolved the funding would be granted and once the grant money comes through to the Borough there will be no need to use these funds.

Mr. Rodi mentioned the sewer treatment plant will need capital expenses in the future although it was decided to table this portion of the discussion.

RESOLUTION # 33 – 2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS
PERSONNEL
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second. .

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, and Mr. Kinzler aye

These particular closed session minutes will become available at a time when it is appropriate; however filed in the closed session minutes book. Ms. Azelby motioned to come out of closed session with the second coming from Mr. Creighton. All approved in the affirmative.

Mr. Kinzler surmised that this budget as presented with a 2% employee raise will be a 3.6% increase. There will be a motion to approve this budget at the regular meeting of the Borough Council on March 9, 2016.

With no further discussion from Council and no one from the public coming forward to speak, Ms. Azelby motioned to adjourn and Mr. Creighton seconded the motion, to which all approved in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk

March 9, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby	Mr. Armand Bianchini	Mr. Bill Corbi
Mr. Joe Creighton	Mr. Kirk Fullerton	

Absent:

Mr. Mike Kinzler

Other Borough Officials Present:

Tom Coleman, Esquire	Ms. Michelle Hack, Clerk,	Ms. Ashley Mele, Treasurer
Mr. Fred Rodi, DPW Manager	Police Chief John Shaw	

Mayor Cairns Wells read the following statement “Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notice published in the Burlington County Times Friday January 22, 2016
- b. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016
- c. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016”

CLERK’S REPORT

Ms. Hack submitted minutes from the public meeting and closed session held February 10, 2016 for approval. Mr. Corbi requested the Clerk make a correction in the title of Congressman MacArthur. Ms. Ms. Azelby motioned to approve and was seconded by Mr. Creighton

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

Ms. Hack reported on the following approvals by the Clerk’s Office:

- 1. Orchard Friends Apple Core 5K Run and Ride
- 2. Social Affair on 4/30 for Cinn Girls Softball at Sacred Heart
- 3. Family Bingo & Raffle April 8 at the Porch Club by Family Co Op Nursery School
- 4. 2 Raffles at Porch Club on April 22
- 5. Bingo and Raffle Cinnamon Home and Elementary PTO on April 22 at Sacred Heart

SOLICITOR’S REPORT

Mr. Coleman stated his working on finalizing the settlement at 410 Main Street and he has been working with Ms. Hack to review operational items as they come in.

TREASURER’S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the February 2016 Finance Report and Treasurers Report along with the bill list closing March 9, 2016. Motion to approve bill list as submitted by Ms. Azelby and seconded by Mr. Fullerton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

MEETING OPEN TO THE PUBLIC

Mr. Carlo Rodgers was present to discuss the potential dog park area. Mayor updated he Council and the audience as to the latest findings, which are the parcel of suggested land to be used is actually property of New Jersey Transit. Therefore the Borough must request of NJT permission to be granted use of the land for a dog park. NJT will not entertain this request from any other group besides the Borough. Therefore all the rules and regulations, maintenance and upkeep will fall on the Borough. Ms. Ann Matlack raised questions about this being inclusive of a park grant and stated she feels there is a need for non-child activities in Riverton. Ms. Susan Zimmerman feels the park would be a long term positive for the town bringing in more diversity and feels a lot of residents want this to happen. Ms. Kathleen Bauman stated that she is large financier of the proposed park and feels it's in the best interest of the community. She also said she feels this would be a big selling point for Riverton real estate when couples look to purchase their first home. Ms. Jennifer Douglas stated that she in support of the dog park for the purpose of a community gathering place. Mr. Rodgers expressed his displeasure with the slow speed of this entire process. Mr. Bill Brown states that he wants to be sure all the proper vetting channels are carried out and this is reviewed by an engineer and the Planning Board. Mr. Bianchini stated that he feels the size of the suggested park is too small and he is against the idea. Mr. Corbi suggested that the area is used for a gathering place with animals and the fence around it shouldn't make it a dog park. He echoed concerns about the size and lawsuits. Ms. Azelby explained the Borough is offered limited immunity under NJ Title 59 and details surrounding such. Council discussed the need for Planning Board to review whether it fits into the Master Plan and the need for a Site Plan and the process the Borough would go about doing this.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL BUSINESS AND REPORTS

RESOLUTION # 43 - 2016

A RESOLUTION TO AUTHORIZE THE MAYOR TO REQUEST NJ TRANSIT CONSIDER ALLOWING A PARCEL OF LAND FOR THE USE OF A DOG PARK (IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the title by resolution only. Council discussed this must be in place and granted by NJ Transit before the next steps of Planning Board review and site plan. Ms. Azelby motioned for approval which was seconded my Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

Mr. Corbi addressed Council with his report that the road project will begin and there is pre construction meeting slated for April 1, 2016. The Mandatory Storm Drain report was filed on time. The Clean Communities Egg Hunt is scheduled for March 26 at 10AM at Riverton Memorial Park.

The Borough is in receipt of \$1,200.00 for textile recycling. He also gave updates on brush removal and sewer calls. He stated he would like to see better notice given to residents prior to the start of road work being done. Mr. Corbi asked Solicitor Coleman to review the current code and possibly extending the road moratorium from 3 years to 5 years. Mr. Corbi also commended the Department for repairs the Welcome TO Riverton sign. This could have been a costly project however their ability to woodwork and be creative saved the Borough about \$1,000.00 in repairs.

ORDINANCE # 1 – 2016
AN ORDINANCE TO GOVERN OUTSIDE EMPLOYMENT OF RIVERTON POLICE
DEPARTMENT EMPLOYEES BY PRIVATE AGENCIES
(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the above ordinance by title only asking for its approval. Mr. Corbi provided the second. Mayor Cairns Wells opened the floor for a public hearing however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

ORDINANCE # 2 – 2016
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND ESTABLISH A CAP BANK FOR THE CY2016
(IN FULL IN ORDINANCE BOOK)

Ms. Azelby read the above ordinance by title only. Mr. Bianchini motioned for its approval. Mr. Corbi provided the second. Mayor Cairns Wells opened the floor for a public hearing however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 34 - 2016
A RESOLUTION TO INTRODUCE THE 2016 MUNICIPAL BUDGET
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the above resolution by title only asking for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 35 - 2016
A RESOLUTION REQUEST THE STATE OF NEW JERSEY ALLOW THE BOROUGH OF
RIVERTON TO COMPLETE A SELF EXAMINATION OF THE CY2016 BUDGET
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the above resolution by title only asking for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 36 - 2016

**A RESOLUTION ITO AUTHORIZE EMERGENCY TEMPORARY APPROPRIATIONS
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only asking for its approval. This is for the purpose of awarding contracts in later business. Mr. Bianchini provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 40 - 2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO A LEASE
AGREEMENT FOR THE PITNEY BOWS DM300 POSTAGE METER
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only asking for its approval. Ms. Hack explained this is for an upgraded machine and a new lease agreement although there is still time left on the current lease. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 41 - 2016

**A RESOLUTION ALLOW THE RIVERTON FIRE DEPARTMENT TO CONDUCT THE
ANNUAL BOOT DRIVE
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only asking for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 42 - 2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE AN AGREEMENT
WITH PRIVATE AGENCIES TO HIRE OFF DUTY POLICE OFFICERS
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only asking for its approval. Mr. Fullerton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

Ms. Azelby asked Chief Shaw to read the police report for March and read the Fire Report. There is no court report for March and will have in April.

Mr. Bianchini reported that he will step down from the Finance Committee not to affect the work group having a quorum, but will now sit on the Administration Committee. He also stated he is trying to revitalize that Economic Development Committee and will have 7 members. He is hoping to meet March 28, 2016.

RESOLUTION # 37 - 2016
A RESOLUTION TO AWARD A CONTRACT FOR TREE AND TREE STUMP
REMOVALS IN THE BOROUGH OF RIVERTON IN 2016
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the above resolution by title only and motioned for its approval. Ms. Azelby provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 38 - 2016
A RESOLUTION TO AWARD A CONTRACT FOR TREE TRIMMING IN THE
BOROUGH OF RIVERTON IN 2016
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

RESOLUTION # 39 - 2016
A RESOLUTION TO AWARD A CONTRACT FOR TREE PLANTING IN THE BOROUGH
OF RIVERTON IN 2016
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the above resolution by title only and motioned for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye.

Mr. Creighton announced that the meeting is scheduled with Alaimo for the construction at Riverton Memorial park on March 28 at 7pm. He is considering applying for a grant to bring walking trails to the Park also. He also stated he attended the Riverton Board of Education meeting with nothing to report.

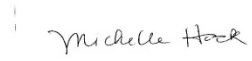
Mr. Creighton stated the Orchard Friends reached out asking if the Borough could utilize an intern in the Public Works Department for an 18 year old student. This would be a service to the Borough and help students prepare to enter the workforce. The Solicitor commented this would not impact the insurance and would not be any different than any other volunteer working for the Borough. Ms. Azelby will look into this a little more in depth and will report back in April.

OLD BUSINESS:

NEW BUSINESS: Council is in receipt of a request for a financial donation for Palmyra High School for graduation seniors. After discussion Council is respectfully declining to send money since all educational requests should be handled through the school, separate of local government.

ADJOURNMENT: With no further business to discuss Mr. Bianchini motioned to adjourn to which Ms. Azelby provided the second and the entire Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

April 13, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells called the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present:

Ms. Renee Azelby	Mr. Armand Bianchini	Mr. Bill Corbi
Mr. Joe Creighton	Mr. Kirk Fullerton	Mr. Mike Kinzler

Absent: none

Other Borough Officials Present:

Doug Heinhold, Esquire	Ms. Michelle Hack, Clerk,	Ms. Ashley Mele, Treasurer
Mr. Fred Rodi, DPW Manager	Police Chief John Shaw	

Mayor Cairns Wells read the following statement “Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Having written notice published in the Burlington County Times Friday January 22, 2016
- b. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016
- c. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016”

CLERK’S REPORT

Ms. Hack submitted minutes from the public meetings for March 5, 2016 and March 9, 2016. Mr. Corbi motioned to approve as submitted and Ms. Azelby motioned to approve and was seconded by Mr. Creighton

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

Ms. Hack reported on the following correspondence from the Clerk’s Office:

1. Palmyra High School Football Boosters 5K Run – Walk April 24, 2016- approved
2. Sacred Heart driveway markers - filed
3. Porch Club Garden Tour May 20 – approved
4. 515 Main Street- deferred to public session
5. One Day Social Affair Permits
 - a. Riverton Free Library at Sacred Heart on 5/7/16 at 7pm
 - b. Holy Cross Lancer Wrestling Club at Sacred Heart on 5/14/16 at 7pm
 - c. Riverton 4th of July committee at Riverton Yacht Club on 6/25/16 at 7:30 pm

TREASURER’S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the February 2016 Finance Report and Treasurers Report along with the bill list closing April 12, 2016. Motion to approve bill list as submitted by Mr. Kinzler and seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

MEETING OPEN TO THE PUBLIC

Mr. Joe Rainer was present to discuss the chain sidewalk barricade at his property at 515 Howard Street. It was established by Council the chain barricade is in fact 100% on Borough property and blocks the sidewalk. Mr. Rainer stated that it is not his intention to barricade the sidewalk from use and the walk is accessible at different close by points. He feels the chain offers protection to pedestrians by preventing cars from cutting through his property from Howard to Main, which is a regular occurrence. The barricade also serves as a distraction from people using his private lot as a municipal lot and going into the nearby restaurants. Parking, or lack of, is a big problem in this section of Riverton. Mr. Rainer stated if he moves the chain barricade it will decrease the amount of parking spots adding to the problem of parking spots. Mr. John Laverty attested that the pizza shop located at 517 Howard Street should have implemented rear parking in back of the pizzeria when it came in front of the Planning Board in 2006. He stated this was ignored due to costs. Mayor Cairns Wells stated her memory served there was more to it than costs. In addition he stated and Mr. Rainer agreed that part of the pizza shop's approval was a condition of delivery times which they claim is being violated. Mayor Cairns Wells and Chief Shaw both agreed this would be addressed with the business owners. Mr. Dan Howard made Council aware of his concerns of the area being a safety issue in that he was almost involved in a car accident at the site because of another vehicle cutting through the lot. Mr. Al Bucchi stated that he felt it was more important to leave the parking spots intact and allow Mr. Rainer to keep the chain barricade. Ms. Carol Dunn-Sanders, owner of the Haven Salon, stated she has no ill feelings with any of the neighboring businesses and stated she re hung the chain due to safety reasons. Council discussed various ways to block the lot from being used as a cut through however the out come was that the Public Safety subcommittee would visit the issue and look for a solution to satisfy all, potentially curbing off the driveway apron.

Mr. Al Bucchi of Main Street stated for the record he has a concern in regard to speeding on Main Street noting the main offender seems to be police heading to a scene without warning lights. This is scary since he has young children and there is no shoulder on Main. Chief Shaw and Ms. Azelby both stated they would address this with proper authorities.

Mr. Dan Howard inquired about the vacant home policy in the Borough, specifically regarding the update on 1005 Beechwood. To which Mr. Joe Rainer commented on the poor condition of the property stating concerns of health and welfare of the neighboring properties.

Mr. Scott Reed of Riverton Fire Department stated he did an analysis of the costs of the Riverton Fire Department. They have only spent \$930,000 in the past 30 years and costs the homeowner in Riverton only \$89.00 per year for fire service. Council commended him and the volunteers who provide their service as this is not a tax that Riverton would want to absorb as a fire district, which would be substantially higher. He also stated he met with the County OEM and is in anticipation of roughly \$11,000 back from FEMA

Mr. Jeff DiFrancesco noted for the record that some of the sidewalks in town are poorly maintained which is not good for joggers/walkers. Mayor Cairns Wells stated she appreciated his comments and interest and agrees that the sidewalk ordinance is in need of revisions and an update. No enforcement can be taken until that happens.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL BUSINESS AND REPORTS

RESOLUTION # 44 - 2016
A RESOLUTION TO APPROVE THE MUNICIPAL BUDGET FOR 2016
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and the mayor opened the floor for public comment. Ms. Hack stated for the record that the budget and user friendly budget are both available for review online, and posted at the library and Borough Hall. Mr. DiFrancesco commented on the proposed scope of capital projects. Mr. Kinzler explained what is proposed within this budget, and Mr. DiFrancesco asked how the Borough typically pays for such projects, and discussed lease verse purchasing. Mr. Joe Rainer commended Council for being mindful of keeping tax increases low, especially compared to neighboring towns. With no further comments the public portion was closed. Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

Mayor Cairns Wells reported on the increase of school board tax and stated that we wont know the County tax rate until about August.

RESOLUTION # 45 - 2016
A RESOLUTION TO HIRE A LABORER/OPERATOR IN THE DEPARTMENT OF
PUBLIC WORKS
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. He noted the employee proposed is Michael Cramer of Delran and the hourly rate is \$16.50. He has a good employment record and experience in local government public works. He has passed all physical and background requirements'. Start date is on or about April 18, 2016. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

RESOLUTION # 46 - 2016
A RESOLUTION TO MEMORIALIZE A TRAFFIC CONTROL PLAN FOR THE WATER
MAIN REPLACEMENT AT BROAD AND MAIN STREETS
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. Chief Shaw noted that he, Mr. Corbi, Mr. Rodi met to design this in compliance with Burlington Count Roads Department. Ms. Azelby provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

RESOLUTION # 47 - 2016
A RESOLUTION TO CERTIFY RECYCLING ENHANCEMENT TAXES PAID TO THE
BURLINGTON COUNTY LANDFILL
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. He stated this is required to be sent to the County OTC in order for Riverton to receive a refund of monies. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

RESOLUTION # 50 - 2016
A RESOLUTION TO AUTHORIZE CHANGE ORDER #1 FOR
MA 2014 ROAD PROJECT 00642
(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. He commented that the numbers provided are not correct which will be clarified to the engineer. The original contract amount in \$306,700 not \$382,000. The need for the \$26,300 increase covers additional curbing and road repair. The Solicitor confirmed that this is under the 20% threshold and can go forward. Mr. Kinzler provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

ORDINANCE # 5 – 2016
1st Reading
AN ORDINANCE AMENDING CHAPTER 111 “STREETS AND SIDEWALKS,” ARTICLE
VI “STREET EXCAVATIONS” OF THE CODE OF THE BOROUGH OF RIVERTON TO
ALLOW FOR A FIVE YEAR MORATORIUM ON STREET OPENING PERMIT
(IN FULL IN ORDINANCE BOOK)

Mr. Corbi read the above ordinance by title only and motioned for its approval. He explained this allows the Borough additional protection in extending the moratorium from three years to five years. Mr. Creighton provided the second. This will be published in the Burlington County Times and a second reading with public hearing scheduled for May 11, 2016.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

Mr. Corbi provided his Committee report to contain that the DPW has collected 45 yards of leaves and has provided a second dumpster in the DPW yard for spring clean ups. All storm drains are cleared and flowing properly. He then thanked Fred Rodi and Chief Shaw for their work to make the Egg Hunt at the park a nice enjoyable successful day. He also commented on the ball field being ready for opening day. There may be brick work repair to be addressed in Maintenance Bond, set to expire May 30, 2016. In regard to the sewer plant Mr. Corbi asked Council to be prepared next year for capital items at the sewer plant, as there are concerns that need to be addressed, mainly the generator is ready for replacement. T&M will prepare a cost analysis of the sewer plant providing guidance as to what needs to be addressed in priority. Mr. Kinzler asked for an overview of costs for road repair and how the figures are calculated. Mr. Corbi announced there may be potential savings on leaf disposal as Mr. Rodi has worked diligently to prepare a method for the Borough to dispose of its own leaves. He has permissions and paperwork in order for National Casein and the County, and DEP to utilize Casein's land to dispose of leaves. They would be treated and turned on a regular basis and then baled in wire and carted away. The setbacks would be inward and the neighbors would not be impacted by the view. Mr. Scott Reed commented that he attempted this in the past but did not have the tools needed to turn the leaves causing an odor to be emitted. Mr. Rodi learned about this opportunity from schooling through Rutgers to become a Certified Recycling Coordinator and is aware of all measure that needs to be taken to ensure the leaves are treated properly.

Ms. Azelby reported that the 2016 SST was denied. However the director will be reaching out to the Borough for a debriefing and to make the Borough aware of other grants that may be better suited. Ms. Azelby also stated that she will be working diligently to find a grant for the push button cross walks projects and may rely on professional help for this. She then read the fire report, municipal court report and asked Chief Shaw to provide his police report. Chief Shaw also reported on several safety training measures he has implemented within the Department.

RESOLUTION # 49 - 2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO A REQUEST FOR ASSISTANCE WITH THE BURLINGTON COUNTY BRIDGE COMMISSION
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read the above resolution by title only asking for its approval. He noted this is for assistance in developing a marketing plan to increase economic development opportunities. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

Mr. Bianchini read the Arbor Day Proclamation for Arbor Day being April 29, 2016. He will be present at Riverton School for their Arbor Day Celebration. He reported that the Economic Development Committee met and provided some good direction of projects they would like to take on. He also reported that the Shade Tree Board contractors are underway and almost completed.

ORDINANCE # 2 – 2016

2nd Reading

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND ESTABLISH A CAP BANK FOR THE CY2016
(IN FULL IN ORDINANCE BOOK)**

Mr. Kinzler read the above ordinance by title only and motioned for its approval. Mr. Creighton provided the second. Mayor Cairns Wells opened the floor for a public hearing however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

ORDINANCE # 3 – 2016

1st Reading

**AN ORDINANCE OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON AND STATE OF NEW JERSEY TO PROVIDE FOR AND DETERMINE RATES OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF RIVERTON
(IN FULL IN ORDINANCE BOOK)**

Mr. Kinzler read the above ordinance by title only and motioned for its approval. Mr. Kinzler raised concerns of why the amount was only for this year's capital expenses, the total should reflect the amount of the BAN and plus this year's capital. This will be published once correctness is confirmed in the Burlington County Times and a second reading with public hearing scheduled for May 11, 2016. If the proposed Bond Ordinance is not correct there will not be any publication and a corrected version will be considered for first reading on May 11, 2016

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

ORDINANCE # 4 – 2016

1st Reading

**AN ORDINANCE OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON
AND STATE OF NEW JERSEY TO PROVIDE FOR AND DETERMINE RATES OF
COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF
RIVERTON**

(IN FULL IN ORDINANCE BOOK)

Mr. Kinzler read the above ordinance by title only and motioned for its approval. He explained this is an annual ordinance and reviewed the changes. This will be published in the Burlington County Times and a second reading with public hearing scheduled for May 11, 2016.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

OLD BUSINESS

RESOLUTION # 47 - 2016

**A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS PERSONNEL
POLICY**

(IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the above resolution by title only asking for its approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye.

Council returned to Public Session with a motion from Mr. Creighton and a second by Mr. Fullerton. Council unanimously approved in the affirmative.

ADJOURNMENT: With no further business to discuss Mr. Creighton motioned to adjourn to which Ms. Azelby provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk

June 8, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells presided over the meeting by calling the meeting to order. Borough Clerk, Michelle Hack confirmed roll call and established a quorum.

Present: Ms. Renee Azelby Mr. Armand Bianchini Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton
(left before adjourning)

Absent: Mr. Mike Kinzler

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
John Shaw, Police Chief Ms. Ashley Mele, Treasurer

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted minutes from the public meetings for May 11, 2016. Mr. Bianchini motioned to approve as submitted and motion was seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the May 2016 Finance Report and Treasurers Report along with the bill list closing June 7, 2016. This was read and introduced by Ms. Azelby and Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye

SOLICITORS REPORT

Mr. Coleman reported that at 410 Main, no permits have been issued because there are issues whether some portions of the structure should be repair or demolished. There is a discussion of potentially condemning the house.

MEETING OPEN TO THE PUBLIC

The floor was opened for public comment; no one came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

RESOLUTION #58-2016

**A RESOLUTION TO MEMORIALIZE AN INCREASE OF SALARY FOR JOHN SHAW
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the above resolution by title only and motioned for its approval. Mr. Corbi seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

ORDINANCE #6-2016

2nd Reading

**AN ORDINANCE TO AMEND CH. 123 VEHICLES AND TRAFFIC
(IN FULL IN ORDINANCE BOOK)**

Ms. Azelby read the above ordinance by title only and motioned for its approval. She noted revisions to the Code. Mr. Creighton provided the second. Mayor Cairns Wells opened the floor for public comment; however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Ms. Azelby read the fire report and then asked Chief Shaw to read his report (attached) which included a rash of burglaries to unlocked cars and stressed everyone to lock their cars and not leave valuables in your vehicles. He reported on taking part of the Special Olympics and the Torch Run, and being invited to Trenton for the Department's dedication to the Special Olympics. He also reported the 4th of July parade has invited fallen Officer Thomas Whitlock to be the Grand Marshall, posthumously. Officer Whitlock's family is flying into Riverton to sit on his behalf. He reminded Council of his efforts to curb speeders on Main Street and Mr. Bianchini asked him to check with the County roads department in regard to the speed humps.

Mr. Corbi provided the following update on DPW: Brush pick up was made today due to the earlier storm that caught the area off guard. He commended the DPW Department on their quick work on the storm clean up and their excellent clean-up of the town in preparation for the Bike Race event scheduled for June 11-12, 2016. He then informed Council on the following items: Mr. Rodi has passed the test and is now a Certified Recycle Coordinator; the curbs on Cedar Street will be dimpled, not brick to be ADA compliant, this was a change from the initial plan, however the work is finishing up; and Arawak will be noticing the other streets for roadwork next. Mr. Corbi said he is in talks with T&M on developing work plan to define and prioritize the work and repairs at the sewer plant. He added that this needs to be included in next year's budget as the generator is aging and starting to become costly to repair.

RESOLUTION # 63 - 2016

**A RESOLUTION TO AUTHORIZE PAYMENT TO JOIN THE TRI BORO CHAPTER OF THE BURLINGTON
COUNTY CHAMBER OF COMMERCE
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read by title only and motioned for approval. Mr. Fullerton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

RESOLUTION #62-2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE PARK GRANT AWARD FOR \$55,000
(IN FULL IN ORDINANCE BOOK)**

Mr. Creighton read the resolution by title only and motioned for its approval and noting this is Phase 5. We will sit on this grant until the court repairs are finalized and then use this money to purchase updated, ADA complaint swing sets/playground area equipment.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Mr. Creighton reported that in regard to the park bids for the courts, we received no bids for the June 2, 2016 bid opening. After discussion with the engineer it's been determined that a certain ingredient in the filler for the basketball courts in not used in this region. Therefore that will be removed and the project re-bid. The new bid opening is scheduled for July 7, 2016.

Mr. Fullerton reported that he met with the Environmental Commission lead, Bill Kersey of Delran. Delran is bronze level in Sustainable NJ and he and Mr. Kersey are discussing ways to bolster Riverton in the program. Mr. Fullerton also announced he will be attending the Riverton School Board meetings, as he attended the previous one, and he will now be the permanent seat on that Committee.

ORDINANCE # 3 – 2016

2nd Reading

**AN ORDINANCE OF THE BOROUGH OF RIVERTON, COUNTY OF BURLINGTON AND STATE OF NEW JERSEY TO PROVIDE FOR AND DETERMINE RATES OF COMPENSATION OF EACH OFFICER AND EMPLOYEE OF THE BOROUGH OF RIVERTON
(IN FULL IN ORDINANCE BOOK)**

Ms. Azelby read the above ordinance by title only and motioned for its approval and Mr. Creighton seconded the motion. Mayor Cairns Wells opened the floor for public comment; however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

ORDINANCE # 4 – 2016

2nd Reading

**A BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF RIVERTON, IN THE COUNTY OF BURLINGTON, NEW JERSEY, APPROPRIATING \$245,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$232,750 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF
(IN FULL IN ORDINANCE BOOK)**

Ms. Azelby read the above ordinance by title only and motioned for its approval and Mr. Corbi seconded the motion. Mayor Cairns Wells opened the floor for public comment; however no one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

RESOLUTION #56 --2016
A RESOLUTION TO AMEND THE ADOPTED BUDGET FOR ADDITIONAL ITEMS OF REVENUE AND
OFFSETTING APPROPRIATION (CHAPTER 159)
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution and moved for its approval. She explained this is a state requirement to accept the grant in which the RPD received for \$3000.00 for the purpose of body worn cameras. Mr. Corbi seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

RESOLUTION #57 - 2016
A RESOLUTION TO AUTHORIZE A 2% PAY INCREASE FOR BOROUGH EMPLOYEES
(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution and moved for its approval. Mr. Bianchini seconded the motion Mayor Cairns wells stated this is a new practice for the Borough which memorializes the pay increase as approved as part if the budget.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

RESOLUTION # 59 - 2016
A RESOLUTION IN SUPPORT OF AN UPDATE TO THE RIVER ROUTE ADVISORY CORRIDOR'S
REGIONAL STRATEGIC REVITALIZATION PLAN
(IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the above resolution by title only and explained this is part of the presentation made by Ed Fox of the Burlington County Bridge Commission and works toward Economic Development. Mr. Bianchini motioned for its approval which was seconded by Ms. Azelby.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

RESOLUTION # 60 - 2016
A RESOLUTION AMENDING RESOLUTION #11-2016 NAMING REPRESENTATIVES FOR THE RIVER
ROUTE ADVISORY COMMITTEE
(IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the above resolution by title only and explained this is part of the presentation made by Ed Fox, in which he asked for 2 additional members. Members now include Robert E. Smyth, Joe Threston, Esquire, Armand Bianchini, and Kate Latimer. Mr. Bianchini motioned for its approval which was seconded by Mr. Fullerton

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye.

RESOLUTION # 61 - 2016
A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT
AGREEMENT WITH CODED SYSTEMS
(IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the above resolution by title only and gave an update as to the switchover from our current code provider, General Code to Coded Systems. Ms. Azelby motioned for its approval and Mr. Bianchini provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

Mayor Cairns Wells reported Dan Colbert, Sr. has been appointed to the Shade Tree Board and the Planning Board has been reorganized as Bob Martin is Alternate 1, Richard Gaughn; Alternate 2 and John Kohms is Alternate 3. The fourth alternate spot is vacant for now. She also announced the adjustment to the Committee of School/Environmental – *Fullerton, Bianchini, Cairns Wells

RESOLUTION # 64 - 2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS POTENTIAL LITIGATION
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the above resolution by title only. Ms Azelby motioned for its approval and Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Fullerton, aye

Council returned to Public Session with a motion from Mr. Corbi and a second by Mr. Fullerton. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

OLD BUSINESS: NONE

ADJOURNMENT: With no further business to discuss Ms. Azelby motioned to adjourn to which Mr. Corbi provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

July 13, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Ms. Renee Azelby Mr. Armand Bianchini Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton

Absent: Mr. Mike Kinzler

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
John Shaw, Police Chief Ms. Ashley Mele, Treasurer
Frederick Rodi, DPW Manager

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted minutes from the public meeting and closed session for June 8, 2016. Mr. Corbi motioned to approve as submitted and motion was seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye

Ms. Hack alerted Mayor and Council that Coded Systems is on track to be up and running by the end of July.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Mele presented Council with the May 2016 Finance Report and Treasurers Report along with the bill list closing July 11, 2016. This was read and introduced by Ms. Azelby and Mr. Corbi seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye

SOLICITORS REPORT

Mr. Coleman reported that regarding 410 Main, the legal representative, Gene Mariano has not supplied Mr. Coleman with monthly status reports as expected. There has been no further correspondence with Greenscapes.

Mr. Coleman stated that the walk through with Affordable Housing never panned out. Although he has made several calls to reschedule there has been no response from the court-appointed master, Kevin Walsh.

MEETING OPEN TO THE PUBLIC

The floor was opened for public comment; no one came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

RESOLUTION #67-2016

**A RESOLUTION TO PURCHASE A CASE FRONT END LOADER AND DEALER INSTALLED TINK CLAW
FRROM GROFF TRACTOR
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the above resolution by title only and motioned for its approval. This was approved in the budget and the Cap Ex Ordinance. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

RESOLUTION # 69 - 2016

**A RESOLUTION TO MEMORIALZIE A TONNAGE GRANT
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read by title only and motioned for approval. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

RESOLUTION #70-2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH HAPPY ACRES
FARMS FOR LEAF DISPOSAL
(IN FULL IN RESOLUTION BOOK)**

Mr. Corbi read the resolution by title only and motioned for its approval. He noted that this agreement is good for 5 years and saves the Borough over \$30,000 over that time period. Mr. Corbi thanked Mr. Rodi for doing a lot of work to make this agreement come to fruition and reducing the cost for leaf disposal by 50%. Mr. Fullerton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Mr. Corbi provided the following update on DPW: Brush pick up is completed for the season, and commended DPW for picking up brush continuously right through the day before the 4th of July. He thanked the DPW Department on clearing the leaves and sweepings for the Bike Race weekend and the July 4th festivities. Mr. Corbi notified Council that currently the Governor's Office has issued Executive Order to cease all road work being completed under NJ DOT grant funding. This is effective July 8, 2016 at 11:59 PM until further notice. There have been many questions from Bill Long and Arawak in regard to payments; however Trenton is not giving the Boroughs affected any type of response. Mr. Corbi acknowledged Ms. Mele's last meeting and thanked her for her service to the Borough.

RESOLUTION #68 --2016

A RESOLUTION TO MEMORIALZIE THE 2015 MUNICIPAL AUDIT

(IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution and moved for its approval. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

RESOLUTION #65 - 2016

**A RESOLUTION TO AUTHORIZE A PAYMENT TO MAURA SCOTT FOR THE RIVERTON BOROUGH
MAYOR AND COUNCIL CIVIC AWARD
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution and moved for its approval. Mr. Bianchini seconded the motion Mayor Cairns wells stated that in regard to this, Mr. Kinzler had a concern the amount of the award (\$150) being too high and at budget time we will discuss lowering the amount to \$50. Most Council members commented an opposing opinion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Ms. Azelby read the fire report and then asked Chief Shaw to read his report and informed the Council of two incidents of Borough Patrolman commendations. He read a thank you note from a family that had their vehicle stolen from their home. In this note, Patrolman Burk was commended for his professionalism and compassion. Chief Shaw relayed a story of a lady at CVS stopping him to tell him she was up on a ladder on her porch when Patrolman Walker stopped in his vehicle, climbed the ladder and changed the light bulb for her. She was very appreciative of this act of kindness. Ms. Azelby thanked Chief for all of his work to make July 4th Parade and festivities a successful day, to which Mayor and Council concurred. Ms. Azelby specified the moving ceremony for deceased Officer Whitlock.

ORDINANCE #7-2016

1st Reading

**AN ORDINANCE TO CREATE AND ESTABLISH AN ECONOMIC DEVELOPMENT COMMITTEE
(IN FULL IN ORDINANCE BOOK)**

Mr. Bianchini read the above ordinance by title only and motioned for its approval. He noted this ordinance codifies the adoption of an official Economic Development Committee. Mr. Fullerton provided the second. This is the introduction only. Public Notice will be published in the newspaper of the second recording and public hearing scheduled for August 10, 2016.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Mr. Creighton reported that park bid openings were held July 7, 2016. We received 2 bids; both bids were over the budget by approximately \$60,000. After discussion with the engineer it's been determined since the Borough has bid this out two times, we can negotiate with the bidders for cheaper costs. The lowest bidder, Ocean Construction declined to do so, so Mr. Creighton is reaching out to the second bidder, American Athletic Courts, Inc. for a meeting.

Mr. Creighton decided to not read Resolution 72, which would allow Pheasant Run Swim Club to borrow the Borough's bleachers. This is due to the Borough's bleachers being out of code for safety. With that information Mayor Cairns Wells asked for the Public Works Department to move the bleachers from the Park ASAP until the Borough can reassess whether they can be reworked or new bleachers will need to be purchased.

Mr. Fullerton reported that he met with the Environmental Commission; they are currently undertaking certain projects to work toward earning points to obtain Bronze level in Sustainable NJ. He also stated that he attended the Board meeting of the Riverton School Board where their main topic of discussion was "school of choice" with Burlington County.

RESOLUTION # 66 - 2016
A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT
AGREEMENT WITH AIM DOCUMENT STORAGE
(IN FULL IN RESOLUTION BOOK)

Ms. Cairns Wells read the above resolution by title only and gave an update on moving the boxes of documents off site. It was discovered there are more documents in the storage unit than we were aware, so AIM provided a new bid to move all the boxes at one move. Ms. Azelby motioned for approval and Mr. Bianchini provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Ms. Cairns Wells updated Council to a meeting being scheduled with New Jersey Transit to discuss Train Safety/Accident prevention, Push buttons, and the proposed Riverton Dog Park. She alerted Council that a spilt rail fence was placed at the entrance of the park for design purposes, by a volunteer resident without permission. The fence sits 4 feet onto NJT property, which must be removed if NJT takes issue with the fence.

RESOLUTION # 71 - 2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS PERSONNEL
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the above resolution by title only. Ms Azelby motioned for its approval and Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Council returned to Public Session with a motion from Mr. Corbi and a second by Ms. Azelby. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

OLD BUSINESS: Mr. Bianchini asked for the status of the chain barricade on Borough property at 515 Main Street as this was discuss at the April 13, 2016 council meeting. Ms. Azelby stated that a letter was sent to Mr. Rainer in May, giving him permission to replace the driveway apron with a curb on Main Street however noting the expensive will be all of his responsibility. His response came back

stating he believes the chain barricade is an acceptable solution. There will be another letter sent to him with a deadline to remove the chain.

Mr. Bianchini also asked about the status of the proposed Riverton Dog Park to which Mr. Coleman provided a review of how the plan should proceed. With the steps outlined below:

1. Riverton Dog Park must submit a drawing to the Borough office for NJT to review.
2. NJT must approve the plan and provide any conditions
3. The NJT-approved version should be review by Alaimo for any engineering aspects (contamination, grading, materials, etc). Any costs of Alaimo's review shall be covered by the Riverton Dog Park.
4. The Plan version that is approved my NJT and Alaimo then goes to the Planning Board. The Planning Board must make a determination if the Dog Park fits within the current Master Plan. The Planning Board does not give an approval or disapproval but they can offer comments or recommendations. Bearing in mind the Dog Park is a Borough improvement therefore the plan submitted to the Planning Board is being made by the Borough and not the Dog Park group.
5. If a positive determination is made, the Plan comes back to Borough Council for final approval by resolution and changes to the Borough code.

ADJOURNMENT: With no further business to discuss Ms. Azelby motioned to adjourn to which Mr. Corbi provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

July 27, 2016 7:30 PM Borough of Riverton Special meeting

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Ms. Renee Azelby Mr. Armand Bianchini Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton

Absent: Mr. Mike Kinzler

Other Borough Officials Present: Ms. Michelle Hack, Clerk,

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday July 21, 2016
- b. Having written notice published in the Burlington County Times Friday July 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Thursday July 21, 2016"

MEETING OPEN TO THE PUBLIC

The floor was opened for public comment; no one came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

RESOLUTION #71-2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH ACCOUTEMPS
TEMPORARY EMPLOYEE AGENCY
(IN FULL IN RESOLUTION BOOK)**

Ms. Cairns Wells read the above resolution by title only, noting will be an amendment to the resolution that states an indemnification agreement and hold harmless agreement is included, and a waiver of the 30-day notice as currently stated. Also, noted for change is the mention of a Chief Financial Officer is changed to Finance Chairperson since the Borough is without a CFO. This was motioned by Ms. Azelby with aforementioned amendments and Mr. Bianchini seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

Ms. Azelby provided an update regarding the hiring of key employees, Treasurer and CFO. The appointment of a CFO, Margaret Peak is not going to transpire. She declined the offer due to not being able to agree on the transfer of duties and salary for such. This delays the hold up of hiring a Treasurer. The Finance Committee is revisiting all options including the possibility of a PT Treasurer and/ a shared service with another town. Ms. Hack provided data she collected in May. The data captured responsive towns in Burlington County (only about half replied) if their CFO was full or part time, hour's works, population, and salary. Council discussed appropriate salary of a CFO for Riverton.

Ms. Hack presented the bill list for consideration. Bills were approved by Mr. Creighton and seconded by Mr. Bianchini.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye, Mr. Creighton aye, Mr. Fullerton, aye

ADJOURNMENT: With no further business to discuss Ms. Cairns Wells motioned to adjourn to which Mr. Creighton provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk

August 10, 2016 7:30 PM Borough of Riverton Regular Monthly meeting

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Ms. Renee Azelby Mr. Armand Bianchini Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton Mr. Mike Kinzler

Absent: none

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
Frederick Rodi, DPW Manager

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted for approval, the minutes of July 13, 2016 public session and closed session and the minutes from the July 27, 2016 special meeting. Ms. Azelby motioned to approve as submitted and motion was seconded by Mr. Corbi.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Ms. Hack reported that all records not in current use have been moved offsite to Aim Document Storage, which frees up much needed space in the Borough Hall. She also reported the storage room in the fire house will be emptied of Borough records in the next phase allowing more room for the Police Department.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Mr. Kinzler read the Finance Report, Treasurers Report and Tax Report. He asked for a motion to approve the bill list, which closed on August 8, 2016. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

SOLICITORS REPORT

Mr. Coleman reported that he filed a response to the Greenscapes motion and will elaborate in closed session. Mr. Coleman also reported on 410 Main; that the legal representative, Gene Mariano did visit the site with Mr. Fort; however he has not supplied Mr. Coleman with a status report. Additionally it was noted that the outside of the property is in need of cleaning up. This is a separate issue than the legal proceedings; as they only address the structure of the property. However, this is still a violation of Borough Code. This will be addressed by Ms. Lodato who will issue an order to clean the property within 90-days or face a violation.

MEETING OPEN TO THE PUBLIC

The floor was opened for public comment; no one came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

Mr. Corbi reported that Mr. Rodi is now licensed to sign off and submit all New Jersey DEP Stormwater reports as he is recognized by the State of New Jersey as a Stormwater Coordinator. Mr. Rodi passed the required courses needed to be the Certified Recycling Manager for the Borough and will submit all reports as such.

Mr. Corbi also provided his monthly report of three sewer calls, including a blocked main in which Palmyra helped clear; the DPW Department worked together to clean and provide routine maintenance to the sewer tank, Mr. Corbi reminded council of the condition and age of the plant and updates shall be requested in next year's capital improvements requests. T&M Associates will come in and do an assessment on the condition of the plant. Regarding road work, the PSE&G pipe project has started and the State is still under a Municipal Aide roadwork freeze, however its been confirmed that Riverton did receive grant money for this project in April. All new signs that were ordered under the amendments to O-2016-06, including at the end of Fulton Street have been installed.

Councilwoman Azelby reported on the July 27, 2016 meeting with New Jersey Transit. The main topic of the meeting was resident safety concerning the May 5 train accident. All safety measures have been reviewed and discussed in the unfortunate accident. Under the discussion of safety, Ms. Azelby stressed the importance of pedestrian push buttons being installed at certain railroad crossings. She explained the history of being denied grants for the push buttons. New Jersey Transit stated they would gather information and be in touch for push buttons and audible crosswalks. Ms. Azelby read the police, fire and municipal court reports.

RESOLUTION #73-2016

A RESOLUTION TO APPOINT JAMES A. DUDA AS THE BOROUGH CERTIFIED TAX ASSESSOR (IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and motioned for its approval, and Ms. Azelby seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #76-2016

A RESOLUTION TO APPOINT DONNA CONDO AS A TEMPORARY CHIEF FINANCIAL OFFICER (IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and motioned for its approval, and Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

ORDINANCE #7-2016

2nd Reading

**AN ORDINANCE TO CREATE AND ESTABLISH AN ECONOMIC DEVELOPMENT COMMITTEE
(IN FULL IN ORDINANCE BOOK)**

Mr. Bianchini read the above ordinance by title only and motioned for its approval. Mr. Fullerton provided the second. The floor was opened for public comment however no one came forth to speak, therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Bianchini advised Council that he attended a River Route Advisory Committee meeting with the Riverton representatives. They discussed the need for push buttons and will present this at the upcoming County wide River Route Steering Committee.

RESOLUTION #75-2016

**A RESOLUTION TO AWARD A BID FOR IMPROVEMENTS TO RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)**

Mr. Creighton read the above resolution by title only and motioned for its approval, and Mr. Bianchini seconded the motion. It was noted that amendments to the resolution include review and approval of engineer, the posting of a maintenance bond and the fence will be done by contractor.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Creighton relayed a discussion at the Planning Board meeting held July 19, 2016 in regard to escrow fee shortages. Council discussed ways to avoid shortages in the future. Ms. Hack suggested Council consider increasing the current escrow fees as every application this year has reflected a shortage; there hasn't been an increase in escrow since 2008.

RESOLUTION #74-2016

**A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN AN AGREEMENT WITH RIVERTON SHOPPES,
LLC IN REGARD TO THE PLACEMENT OF A PARK BENCH
(IN FULL IN RESOLUTION BOOK)**

Mr. Bianchini read the above resolution by title only and motioned for its approval, and Mr. Creighton seconded the motion. It was noted that amendments to the resolution include

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Fullerton reported that the Environmental Commission is wrapping up some of the projects for Sustainable New Jersey.

Ms. Cairns Wells updated Council that directories have all been distributed; she is conducting a review of vacant properties, and passed along an invitation from Epworth Methodist church in Palmyra for August 21, 2016. Mayor Cairns Wells asked the record to reflect the appointment of Mr.

Mike Testa of Midway to fill the unexpired term on the Shade Tree Board through December 31, 2016.

Ms. Cairns Wells provided an update on the Dog Park. This was also discussed at the July 27 meeting with New Jersey Transit. The next requirement will be to supply NJT with a meets and bounds survey of the area showing where the dog park will be located so that NJT can lease the property to us. Ms. Hack will contact Alaimo for a cost estimate of the survey and contact Carlos Rogers for his assistance on staking out the exact area of the site. Once the survey is submitted, NJT will conduct what they refer to as their "excessing" process. Meaning each department within NJT will review the request, ensuring its approval. Once completed, their legal department will give a final review. This process could take 6 months or more. The Planning Board presentation and review will come after NJT approval is completed.

RESOLUTION # 77 - 2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION TO DISCUSS LITIGATION
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the above resolution by title only. Ms. Azelby motioned for its approval and Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Council returned to Public Session with a motion from Mr. Corbi and a second by Mr. Fullerton. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

OLD BUSINESS: Ms. Azelby informed Council that she and the Public Safety Committee has a meeting scheduled with Mr. Rainer to discuss the chain barricade. The meeting will be held at the site. The deadline for removal of the barricade was August 1, 2016, however since there is a meeting pending, the new deadline is Saturday August 13.

ADJOURNMENT: With no further business to discuss Mr. Creighton motioned to adjourn to which Mr. Corbi provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

Borough of Riverton Regular Monthly Meeting
MINUTES
September 14, 2016 7:30 PM

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Ms. Renee Azelby Mr. Armand Bianchini Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton Mr. Mike Kinzler

Absent: none

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
Frederick Rodi, DPW Manager Chief John Shaw

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted for approval, the minutes of August 10, 2016, public and closed sessions. Ms. Azelby motioned to approve as submitted and motion was seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Ms. Hack reported on the following:

1. Borough Code is now online at Coded Systems.
2. A report from Temp CFO, Donna Condo outlining the details of the recent BAN sale, as required by law.
3. Resignation of Donna Condo pending tonight's approval of Resolution 81-2016.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Mr. Kinzler read the Finance Report, Treasurers Report and Tax Report. He asked for a motion to approve the bill list, which closed on September 12, 2016. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

SOLICITORS REPORT

Mr. Coleman stated there has not been any updates on Greenscape v. Riverton to report. Mr. Coleman also reported that in a discussion with Mr. Gene Mariano, counsel for 410 Main Street, he expressed the demand that the rehab work be completed within 90 days and further expressed the Borough's displeasure with the progress of the work to date. Mr. Mariano acknowledged the Borough's displeasure and stated he would do his best to meet this timeline.

MEETING OPEN TO THE PUBLIC

Mr. Cliff DePeu, a Riverton resident addressed Mayor and Council concerning people who walk their dogs throughout the Borough, especially along Bank Avenue. He sees people walking their dogs on a very long leash, allowing the dog to approach him, or even without a leash. This is concerning to him because he has a very serious fear of dogs. He requested that the Borough have dog owners sign a waiver stating they must be more careful with their pets. Mayor Cairns Wells stated she would take this under advisement, and asked Chief Shaw to alert Patrolmen of this concern and remind residents of the leash laws already in place.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

RESOLUTION #79-2016

A RESOLUTION TO AUTHORIZE T&M CONSULTANTS TO PERFORM AN ENGINEERING STUDY ON THE WASTE WATER TREATMENT PLANT (IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for its approval. He provided a letter from T&M describing the scope of work and the cost is not to exceed \$5,692.00. Mr. Bianchini seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Corbi reported in the Department of Public Works latest projects have been; sweeping and painting of public parking lots, collected 620 yards of brush, cleaned park and treated a fungus growing at the park, trimming all brush in the alleys, asphalt was repaired on Shrewsbury, Church and Cherry streets, fixed broken air pump at WWTP, and repair of a tree at 101 Lippincott. He also reported that the Executive Order from the Governor's Office in regard to the deficit of the Transportation Trust Fund is still in effect, and holding up the checklist for Road Project MA00642-2014.

Ms. Azelby read the police and fire reports for the month of August 2016; she also reported on the chain barricade at 515 Main Street. Ms. Azelby met with Mr. Rainer along with the Public Safety Committee at the site to discuss the best options on Friday August 12. It was determined that the homemade barricade must immediately come down however all agreed this could lead to further safety concerns. Mr. Corbi had obtained bollards that has been donated and asked Mr. Rodi to place them. Mr. Rainer was very happy with the outcome. Last, Chief Shaw announced he will be traveling to Texas on October 3 for a safety convention with New Jersey Transit and rail safety. This is of no cost to the Borough.

RESOLUTION #78-2016

A RESOLUTION TO AUTHORIZE A STIPEND FOR DONNA CONDO AS THE TEMPORARY CHIEF FINANCIAL OFFICER

(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and motioned for its approval. He reminded Mayor and Council of the situation the Borough was in with no CFO and how appreciative he is that Ms. Condo stepped in to help. She initially agreed to do this with no stipend, however the work load has increased into other areas than expected therefore a payment of \$1000.00 was appropriate. Ms. Azelby provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #80-2016

**A RESOLUTION TO AMEND THE ADOPTED BUDGET FOR ADDITIONAL ITEMS OF REVENUE AND OFFSET APPROPRIATIONS (CHAPTER 159) FOR THE SHADE TREE BOARD
(IN FULL IN RESOLUTION BOOK)**

Mr. Kinzler read the above resolution by title only and motioned for its approval. It was noted that \$20,000 was received from a NJ Forestry Grant and this money was not recognized in the 2016 municipal budget. Ms. Azelby provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

ORDINANCE O-2016-08

(1st reading)

**AN ORDINANCE TO CREATE THE POSITION OF A FINANCE CLERK AND AMEND ORDINANCE CURRENT SALARY ORDINANCE #O-2016-04
(IN FULL IN ORDINANCE BOOK)**

Mr. Kinzler introduced this Ordinance by title only motioned for its approval. Ms. Azelby provided the second. There will be a public hearing and second reading on October 12, 2016, in which will also be published in the Burlington county Times.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #81-2016

**A RESOLUTION TO APPOINT DAWN BASS, CMFO AS A PART TIME CHIEF FINANCIAL OFFICER FOR THE BOROUGH OF RIVERTON
(IN FULL IN RESOLUTION BOOK)**

Mr. Kinzler read the above resolution by title only and motioned for its approval. He mentioned it was the intent to sign a shared service agreement with Burlington Township (where Ms. Bass works full-time) for the position of Chief Financial Officer. Ms. Bass currently holds the required license to for this position. This appointment is retroactive from January 1, 2016 and expires on January 1, 2020; and will begin work at the Borough Office the week of September 19, 2016. Mr. Bianchini provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #82-2016
A RESOLUTION TO APPOINT NICOLE CHICONE SHIVELY AS FINANCE CLERK
AND DEPUTY REGISTRAR
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and motioned for its approval. He explained to the group out of the candidates interviewed she seemed to be a good fit for the Borough. She bring about eight years municipal experience specifically doing Accounts Payable/Purchasing and Payroll/Pension. She is slated to start Monday October 3, 3016. Ms. Azelby provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #86-2016
A RESOLUTION TO MEMORIALIZING INTENT TO ENTER INTO AN INTERLOCAL SERVICE AGREEMENT
WITH BURLINGTON TOWNSHIP FOR THE POSITION OF CHIEF FINANCIAL OFFICER
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the above resolution by title only and motioned for its approval. He explained this ratifies the intent of the Borough and Burlington Township entering into a shared service for the aforementioned position. This allows the Borough to have access to Ms. Bass during regular business hours. Mr. Bianchini provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Kinzler went into further detail on the recent Bond Anticipation Note sale in regard to the bidding process and outcome of sale. He also reiterated earlier correspondence that the Clerk, Ms. Hack read into the record in regard to the resignation of Ms. Condo. With the approval of the resolution appointing Ms. Bass, Ms. Condo's resignation is now effective. Mayor and Council noted they are appreciative of her graciously stepping in during this transition period.

RESOLUTION #85-2016
A RESOLUTION TO AUTHORIZE THE CLERK TO ADVERTISE FOR ROUND TWO OF SHADE TREE
BOARD TRIMMING
(TABLED)

Mr. Bianchini read the resolution by title only and motioned for approval. He stated the total of the trees named in the resolution for trimming is 71 trees. After Mayor and Council held a discussion it was decided to table this resolution because Council fears that trimming of 71 trees will utilize most of the budget and not leave any funds for emergencies as we enter the last fiscal quarter of the year. Mr. Bianchini motioned to table this resolution until the Shade Tree Board was certain this bid would not exceed \$15,000. Mr. Kinzler seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini nay, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Bianchini reported that the Shade Tree Board has successfully been awarded the CSIP Forestry Grant for \$20,000.00 and the money was sent via wire to the Borough. The Board would like to use the money for needed trimmings, topsoil, and seed. He also reported the Economic Development Committee, has been working steadily and have a lot of good ideas for the future. He made a note for the record they will be requesting a marketing budget in the 2017 municipal budget.

Mr. Fullerton reported for the Environmental Commission, they met and discussed the Dog Park in which all members agreed is a positive for the Borough and posed no concerns. They are conducting a Tree Hazard Survey as part of credit for Sustainable Jersey. Mr. Fullerton also reported on the most recent school board meeting where they discussed the formula for school of choice.

Mr. Creighton reported he met with Alaimo and American Athletic for the pre-construction meeting for the improvements made to Riverton Memorial Park. A notice to proceed has been issued by the engineer and the Boro has accepted the performance bond and insurance. Work will commence within a week or two.

RESOLUTION #83-2016
A RESOLUTION TO ENDORSE A USA SANCTIONED BICYCLE EVENT AND AUTHORIZE AN
AGREEMENT WITH THE HISTORIC RIVERTON CRITERIUM
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. The motion was made by Mr. Creighton. Mr. Fullerton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr.
Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #84-2016
A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A RELEASE AND HOLD HARMLESS WITH
THE COUNTY OF BURLINGTON AND HISTORIC RIVERTON CRITERIUM FOR THE BICYCLE EVENT ON
JUNE 11, 2017
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. The motion was made by Mr. Creighton. Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr.
Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #87-2016
A RESOLUTION TO AUTHORIZE PAYMENT NOT TO EXCEED \$1600 TO ENVIRONMENTAL
RESOLUTIONS INCORPORATED FOR THE SURVEY OF INTENDED DOG PARK
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. The motion was made by Ms. Azelby. Mr. Creighton provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Ms. Cairns Wells reported that the Borough will be moving forward with Environmental Resolutions for the dog park survey needed for NJ Transit. She also noted there has been no further communication or development in regard to Affordable Housing.

OLD BUSINESS: None

ADJOURNMENT: With no further business to discuss Mr. Creighton motioned to adjourn to which Mr. Corbi provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,

A handwritten signature in cursive script that reads "Michelle Hack".

Michelle Hack, RMC
Municipal Clerk

Borough of Riverton Regular Monthly meeting
MINUTES
October 12, 2016 7:30 PM

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

<u>Present:</u>	Ms. Renee Azelby	Mr. Armand Bianchini	Ms. Suzanne Cairns Wells
	Mr. Bill Corbi	Mr. Joe Creighton	Mr. Kirk Fullerton
	Mr. Mike Kinzler		

Absent: none

<u>Other Borough Officials Present:</u>	Tom Coleman, Esquire	Ms. Michelle Hack, Clerk,
	Chief John Shaw	

Mayor Cairns Wells read the following statement “Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016”

CLERK’S REPORT

Ms. Hack submitted the minutes of September 14, 2016, public and closed sessions for approval. Ms. Creighton motioned to approve as submitted and motion was seconded by Mr. Fullerton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Ms. Hack reported on the following:

1. Porch Club request for a “Pinwheel Garden” in April 2017 to raise awareness for National Child Abuse Prevention. Council discussed alternative placement areas for the Garden.
2. The Riverton School will be hosting their Veterans Day celebration on November 7, 2016. All Council members are invited to attend.

TREASURER’S REPORT, FINANCE/TAX REPORT & BILL LIST

Mr. Kinzler motioned to approve the bill list, which closed on October 11, 2016. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

SOLICITORS REPORT

Mr. Coleman stated he would go into details in closed session but he had updates on Greenscapes v. Riverton and 410 Main Street.

MEETING OPEN TO THE PUBLIC

Ken and Mary Louise Smith of Bank Avenue approached Mayor and Council to discuss a recent accident in front of their home. They stated that speeding is a common occurrence in front of their home and drivers are possibly distracted by the view. Recently the fire hydrant in front of their house had been hit, which has happened three times in six years. Even though it's already a 15 MPH speed limit, the Smith's requested that Council place a stop sign or speed bumps. Chief Shaw and Fire Chief Reed named some other factors: the area is dark, making the hydrant hard to see, in addition to the hydrant being too close to the road and the road being narrow. Councilwoman Azelby acknowledged the issues and stated the Public Safety Committee will meet to discuss. Once they come to a conclusion, she will contact the Smiths.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

Mr. Corbi reported that Mr. Rodi completed an audit of the gas lamps and submitted a list of gas lamps for repair to PSEG. PSEG is expected to be done all roadwork by November. The Department removed the fence and poles from the courts at Riverton Memorial Park for the re-construction project. Mr. Corbi stated the Waste Water Treatment Plant study is underway and T&M will be providing their report by the end of the year.

RESOLUTION #89-2016 A RESOLUTION TO AUTHORIZE A CURFEW FOR OCTOBER 30 -31, 2016 IN THE BOROUGH OF RIVERTON (IN FULL IN RESOLUTION BOOK)

Ms. Azelby read the resolution by title only and motioned for approval. Mr. Corbi seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini nay, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Ms. Azelby read the fire report and asked Chief Shaw to read the police report. Chief also reported the road closure times for the Palmyra Halloween Parade and that the Burlington County Sheriff's Department will be conducting pedestrian detail in the upcoming months at Broad and Main. Fire Chief, Scott Reed reported that he is working with the Bridge Commission on a grant to obtain turn out gear for the volunteer fire fighters; noting 20 sets are needed. The Borough was denied a federal grant earlier this year, however there was money budgeted for this expense. He also noted that the Borough's fire truck is in the shop for repair and is expected to be out of commission for three months bearing a cost of \$78,000. This is due to the truck being hit coming from a fire call by a drunk driver and sustaining damage.

RESOLUTION #90-2016 A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE AN INTERLOCAL SERVICE AGREEMENT WITH BURLINGTON TOWNSHI (IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for approval. He explained this is for the Chief Financial Officer position which allows Ms. Bass to serve the Borough during business hours. The motion was seconded by Mr. Fullerton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini nay, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #88-2016
A RESOLUTION TO APPOINT NEW JERSEY PENSION SUPERVISING OFFICER
AND CERTIFYING OFFICER
(IN FULL IN RESOLUTION BOOK)

Mr. Kinzler read the resolution by title only and motioned for approval. He explained these roles have been unfulfilled since the departure of Ms. Mele and Ms. Condo. However, Ms. Bass and Ms. Chicone Shively will be working to catch up on the outstanding duties immediately. Mr. Creighton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini nay, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

ORDINANCE O-2016-08
(2nd Reading)
AN ORDINANCE TO CREATE THE POSITION OF A FINANCE CLERK AND
AMEND CURRENT SALARY ORDINANCE #O-2016-04
(IN FULL IN ORDINANCE BOOK)

Mr. Kinzler read this Ordinance by title only motioned for its approval. Ms. Azelby provided the second. The Mayor opened the floor for a public hearing pertaining to this ordinance. No one came forward to speak therefore closing the public portion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

RESOLUTION #85-2016
A RESOLUTION TO AUTHORIZE THE CLERK TO ADVERTISE FOR ROUND TWO OF SHADE TREE BOARD
TRIMMING
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution by title only and motioned for approval. He stated the total of the trees named in the resolution for trimming is 67 trees. Mr. Fullerton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Mr. Bianchini reported that he will be attending a breakfast meeting with the Burlington County Economic Committee October 18, 2016. The Riverton Economic Development Committee is working to interview marketing groups that can help the Borough identify a mission and a focus that will bring more businesses to town. Mr. Bianchini asked Mr. Barry Emens, Shade Tree Board Chairman to present on Emerald Ash Borer to Mayor and Council. Mr. Emens described that the bug has been found in surrounding towns and can kill Emerald Ash trees. He is scheduled to attend the ANJEC meeting, where effective treatments and costs will be discussed. He will provide a full report in preparation for the 2017 budget. Mr. Emens also discussed the Borough's participation in Tree City for 28 years and suggested a 30 year celebration, which will take some time to plan out in accordance with State Arbor Day. Last, Mr.

Emens expressed his appreciation for Mr. Rodi's help and cooperation in maintain the trees throughout town.

Mr. Creighton reported Park reconstruction is underway and the demolition at the park has started. The new asphalt is being poured on or about October 13, which the fire department will help keep wet in the event of no rain. The asphalt will take about two weeks to fully cure. There is some talk of also re-paving the area at the hitting wall which Mr. Creighton did not have a firm dollar amount or exactly what the job would entail. Mr. Creighton proposed that if the practice area cost did not exceed \$5,000.00 then he would proceed, to which Council agreed unanimously.

Mr. Fullerton reported for the Environmental Commission, they are close to obtaining Bronze status. He also reported his attendance at the last school board meeting, there was a notice from Palmyra High School stating there is a problem with truancy; there will be a public hearing on the PTO Grounds Committee obtaining a budget for future projects. He also reported that Ms. Eck has posted that PARCC and NJ ASK scores and she is pleased with the results, although due to parents opting out, they are skewed.

Ms. Cairns Wells stated that she did not properly appoint the Veteran's Affairs Committee at reorganization, which will consist of Mayor William Brown and Bob Smyth. She also reported that the Riverton Improvement Authority called a meeting with Shade Tree and the Environmental Commission so they could all discuss what projects each group is working on or would like to see moved forward. At that meeting she reminded the groups they are not to direct Borough employees and/or take on any project without first discussing it with a member of Council.

RESOLUTION #91-2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION/LITIGATION
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. The motion was made by Mr. Creighton and Mr. Corbi provided the second.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton, aye, Mr. Kinzler, aye

Council returned to Public Session with a motion from Mr. Creighton and a second by Ms. Azelby. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

ADJOURNMENT: With no further business to discuss Mr. Creighton motioned to adjourn to which Mr. Corbi provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk

Borough of Riverton Regular Monthly meeting
MINUTES
November 9, 2016 7:30 PM

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Ms. Renee Azelby Mr. Armand Bianchini Ms. Suzanne Cairns Wells
Mr. Bill Corbi Mr. Joe Creighton Mr. Kirk Fullerton

Absent: Mr. Mike Kinzler

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
Chief John Shaw Ms. Nicole Chicone Shively
Fred Rodi

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted the minutes of October 12, 2016, public and closed sessions for approval. Mr. Creighton motioned to approve as submitted and motion was seconded by Ms. Azelby.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Ms. Hack reported on the previous day's election results in that Mr. Bianchini 876 and Mr. Fullerton 849 were successful in their re-election bid.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Ms. Azelby motioned to approve the bill list, which closed on October 11, 2016. Mr. Bianchini seconded the motion. .

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

SOLICITORS REPORT

Mr. Coleman deferred his report as all was business related to the scheduled closed session.

MEETING OPEN TO THE PUBLIC

Mr. Dan Howard of Beechwood addressed Council in regard to the poor condition of his road and to ask when it will be milled and paved. Mr. Corbi agreed this street was in need of repair however it's not listed on the next road project that is coming up. Repairs will be considered at 2017 budget time but more likely on the next NJ DOT Municipal Aid Grant request.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

**RESOLUTION #94-2016 A RESOLUTION TO MEMORIALIZE THE DISCUSSION AND SUBMISSION OF BEST PRACTICES CY2016
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and motioned for its approval. Mr. Corbi seconded her motion. Ms. Hack provided a copy of the Best Practices CY2016 as it was submitted, and Mayor and Council discussed the results.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

**RESOLUTION #95-2016
A RESOLUTION TO ESTABLISH A POLICY FOR TAX APPEAL NOTIFICATION
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and motioned for its approval which was seconded by Mr. Creighton. This resolution will correct a finding in Best Practices for next calendar year, 2017.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

**RESOLUTION #99-2016
A RESOLUTION AUTHORIZING THE CLERK TO SEND A NOTIFICATION OF DISCONTINUED SERVICE
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and motioned for its approval to which Mr. Creighton seconded the motion. It was explained this came after a discussion with Borough Department Heads and the Finance Committee to discontinue service with Network Plus for IT maintenance.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

**RESOLUTION #100-2016
A RESOLUTION TO REQUEST PERMISSION FOR A DEDICATED BY RIDER FOR UNIFORM FIRE SAFETY ACT PENALTY MONEYS
(IN FULL IN RESOLUTION BOOK)**

Ms. Azelby read the resolution by title only and motioned for approval, to which Mr. Fullerton provided the second. Ms. Hack explained this is recommended by the NJ State Fire Marshall and this simplifies the audit. This request had been made to the DLGS several years ago, however was not approved.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Ms. Azelby read the police and fire reports as submitted.

Mr. Corbi reported that he will have the Sewer Plant report from T&M Associates ready for December Council meeting. He further reported in regard to leaf collection being underway and brush collection being done for 2016. He lastly advised he is working with Alaimo Associates on the specs for the NJ DOT Municipal Aid 2015 road project.

RESOLUTION #96-2016
A RESOLUTION TO AWARD A CONTRACT TO EASTERN ENVIRONMENTAL FOR THE 2016 2ND TREE TRIMMING
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution by title only and motioned for approval. He stated the total of the trees named in the resolution for trimming is 67 trees and the contract award was for \$9, 475.00. Mr. Fullerton seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #97-2016
A RESOLUTION TO AUTHORIZE CHANGE ORDER #1 FOR IMPROVEMENTS TO RIVERTON MEMORIAL PARK
(IN FULL IN RESOLUTION BOOK)

Mr. Creighton read the resolution by title only and motioned for approval. He stated the total of the change named in the resolution is \$7,000.00 and this will allow for new blacktop milling and paving on both sides of the hitting wall. Ms. Azelby seconded the motion.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Mr. Fullerton reported on the latest Board of Education meeting that PARCC scores have been posted to the schools' website for anyone that is interested.

RESOLUTION #92-2016
A RESOLUTION TO AUTHORIZE THE CLERK TO ADVERTISE FOR RFP
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. Motion was made by Mr. Bianchini and seconded by Ms. Azelby.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #93-2016
A RESOLUTION TO RATIFY AND PUBLISH THE RE-ORGANIZATION MEETING AND WORK SESSION DATES FOR JANUARY 2017
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. Motion was made by Mr. Bianchini and seconded by Mr. Fullerton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #101-2016
A RESOLUTION IN SUPPORT OF SENATE BILL S-2254 AND ASSEMBLY BILL A-3821 WHICH AFFIRMS THE INTENTION OF THE FAIR HOUSING ACT
(IN FULL IN RESOLUTION BOOK)

Mayor Cairns Wells read the resolution by title only and asked for a motion. Motion was made by Mr. Corbi and seconded by Mr. Creighton.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #98-2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION FOR
PENDING LITIGATION UPDATES
(IN FULL IN RESOLUTION BOOK)

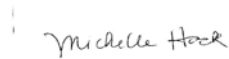
Mayor Cairns Wells read the resolution by title only and asked for a motion. Motion was made by Ms. Azelby and seconded by Mr. Corbi.

ROLL CALL: Ms. Azelby aye, Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Council returned to Public Session with a motion from Mr. Corbi and a second by Mr. Creighton. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

ADJOURNMENT: With no further business to discuss Ms. Azelby motioned to adjourn to which Mr. Creighton provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,



Michelle Hack, RMC
Municipal Clerk

Borough of Riverton Regular Monthly meeting

MINUTES

December 14, 2016, 2016 7:30 PM

Mayor Suzanne Cairns Wells presided over the meeting, and called the meeting to order. Borough Clerk, Michelle Hack established a quorum by calling roll call.

Present: Mr. Armand Bianchini Ms. Suzanne Cairns Wells Mr. Bill Corbi
Mr. Joe Creighton Mr. Kirk Fullerton

Absent: Ms. Renee Azelby Mr. Mike Kinzler

Other Borough Officials Present: Tom Coleman, Esquire Ms. Michelle Hack, Clerk,
Chief John Shaw Ms. Nicole Chicone Shively
Fred Rodi Keith Adams

Mayor Cairns Wells read the following statement "Public Notice of this meeting, pursuant to the Open Public Meetings Act, has been given by the Municipal Clerk in the following manner:

- a. Posting written notice on the Official Bulletin Board on Thursday January 14, 2016
- b. Having written notice published in the Burlington County Times Friday January 22, 2016
- c. Forwarding written notice to the Courier Post for informational purposes only on Friday January 22, 2016"

CLERK'S REPORT

Ms. Hack submitted the minutes of November 9, 2016, public and closed sessions for approval. Mr. Corbi motioned to approve as submitted and motion was seconded by Mr. Bianchini.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Ms. Hack reported on the following:

- a. Holiday invites are out for December 20, 2016 luncheon hosted by Mayor Cairns Wells.
- b. All 2017 Professional RFPs are due December 15, 2016 at 4:00 p.m. and they will be opened on December 22, 2016 and sent out to all Council members for review.
- c. "Enable Sports and Fitness" which is connected to Outlaw Fitness of Riverton has requested permission for a 5K on April 30, 2017 at 9:00 a.m. With no disapprovals from Council, Ms. Hack will issue an approval pending the submission of an insurance rider.

TREASURER'S REPORT, FINANCE/TAX REPORT & BILL LIST

Mr. Fullerton read the Finance Office reports and the Tax Collection report. Ms. Rosso has already exceeded the 98% collection rate. Mr. Fullerton motioned to approve the bill list, which closed on December 13, 2016, 2016. Mr. Corbi seconded the motion.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

SOLICITORS REPORT

Mr. Coleman deferred his report as all was business related to the scheduled closed session.

MEETING OPEN TO THE PUBLIC

Mr. Bud Meglio was present for the presentation of a Proclamation wherein he was proclaimed an extraordinary citizen of Riverton Borough.

Mr. Jeff Blatz of Beechwood Drive was present and has questions regarding the group home at 1005 Beechwood. Mayor Cairns Wells assured him the Borough has a good relationship with the property owners, QMA of Palmyra and would work to set up a meet and greet for the neighbors. This has been the past practice of QMA, and they are known to be particular in selecting residents for homes in neighborhood settings. Mr. Blatz also expressed concern to the road construction at 10th Street causing a dust in the air that may be cancer causing, in the area where a coal burning plant once stood. The site has been remediated in the later part of the 1990's.

Mr. Scott Reed commended the Mr. Rodi and the Department of Public Work on the excellent job of leaf collection and clean up.

No one else came forward to speak therefore closing the public portion.

MAYOR AND COUNCIL NEW BUSINESS AND REPORTS

RESOLUTION #105-2016

A RESOLUTION TO AUTHORIZE A REDUCTION OF SEWER PAYMENT AT 301 S. BROAD STREET (IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for its approval. Mr. Creighton seconded the motion. Mayor Cairns Wells briefly explained this is a result of actions from Burlington County Civil Court on November 30, 2016 which will be discussed in her portion of the meeting.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #109-2016

A RESOLUTION TO AUTHORIZE THE PAYOUT OF UNUSED EARNED VACATION TIME FOR FREDERICK P. RODI (IN FULL IN RESOLUTION BOOK)

Mr. Corbi read the resolution by title only and motioned for its approval to which Mr. Creighton provided the second. Mr. Corbi read the resignation letter submitted by Mr. Rodi, and reviewed a memo from Ms. Chicone Shively, wherein justifies this vacation payout. Mr. Corbi expressed his regret that Mr. Rodi is leaving and commented on the positive direction he lead the Department. He also announced that Mr. Keith Adams will be serving as the manager of the Department and will be attending Rutgers to obtain the Certified Public Works Manager certificate. Each Councilmember also commented on their regret to see Mr. Rodi leave the Borough however wished him well. Mr. Rodi thanked Mr. Corbi and all of Council for the opportunity to serve the Borough and stated he is glad to help Keith Adams transition into the role.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Mr. Corbi read his report to Council that all leaf collection is wrapping up with a final collection and sweeping of the town the week of Christmas, and complimented the Department on the clean-up completed for the Holiday Tour. He also informed Council that there was a shutdown of a sewer tank, and a sewer clog causing Root 24 to service the Borough. Mr. Corbi also reported that Mr. Rodi

persuaded PSE&G to finalize their road paving before winter and that the park has been aerated, seeded, and winterized. He also is in receipt of the Sewer Plant Report from T&M and will share the recommendations with the DPW Committee, he is also exploring the NJ DEP grant/loan available for sewer plant repair. Mr. Corbi stated that he is working with Alaimo on their cost estimate for the 2015 Municipal Aid road project; as he would like to go out to bid early 2017.

RESOLUTION #110-2016
A RESOLUTION TO AUTHORIZE THE PURCHASE OF JAMESVILLE V-FORCE TURNOUT GEAR FOR RIVERTON FIRE DEPARTMENT
(IN FULL IN RESOLUTION BOOK)

Mr. Creighton read the resolution by title only and motioned for its approval. Mr. Corbi seconded the motion. Fire Chief Reed noted he is working with Mr. Gerken of the BC Bridge Commission to obtain a grant for reimbursement of this expense.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Mr. Creighton read the Municipal Court and Riverton Fire Company report into the record and Chief Shaw read the Riverton Police report into the record.

Mr. Creighton also reported an update on the Park reconstruction and noted he opted not to submit a grant request for 2017.

RESOLUTION #106-2016
A RESOLUTION TO AUTHORIZE THE CLERK TO ADVERTISE FOR THE REMOVAL OF TREES, TRUNKS AND STUMPS, AND STUMP ONLY REMOVALS IN THE BOROUGH FOR 2017
(IN FULL IN RESOLUTION BOOK)

Mr. Bianchini read the resolution by title only and motioned for its approval. Mr. Fullerton seconded the motion. Council discussed the timing of the budget in being key to award this bid and alternatives once budget discussions commence.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Mr. Bianchini reported on the success of the Library's Holiday Tour and the Carriage Rides offered that evening by the Orange Blossom, and the Tree Lighting. He applauded the local businesses staying open to promote the evening on all their work. He thanked Mr. Rodi and Chief Shaw for their Department's help and the Riverton School Music teacher for the wonderful performance of the children's singing. He also noted the EDC intended to request a budget for the purposes of marketing in 2017.

RESOLUTION #102-2016
A RESOLUTION TO AUTHORIZE THE FINANCE CLERK TO ADJUST THE PAYROLL PERIODS FOR 2017 & BEYOND WITH CASA PAYROLL SERVICES
(IN FULL IN RESOLUTION BOOK)

Mr. Fullerton read the resolution by title only and motioned for its approval and Mr. Creighton seconded the motion. Mayor Cairns Wells explained this is something that she and Ms. Chicone Shively have been working closely on and realized that Casa is not in sync with Borough payroll weeks.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

RESOLUTION #103-2016

**2016 TRANSFER RESOLUTION
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for its approval; Mr. Creighton seconded.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

**RESOLUTION #108-2016
A RESOLUTION FOR 2016 BOND ANTICIPATION NOTE
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for its approval and Mr. Bianchini seconded his motion. Ms. Hack noted this resolution is needed every couple of years and its basically loaning money to our capital account from our current fund.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

**RESOLUTION #107-2016
A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO A CONTRACT WITH RVL CONSULTANTS
(IN FULL IN RESOLUTION BOOK)**

Mr. Fullerton read the resolution by title only and motioned for its approval and Mr. Creighton seconded.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Mayor Cairns Wells updated Council to the Civil Case of Rainer v Riverton Borough. It was settled through mediation on November 30, 2016. The settlement was that Mr. Rainer is entitled to a credit (not a check) to his sewer bill at 301 S. Broad Street in the amount of \$875.00 and moving forward shall be billed for 2 units. Also, noted in the settlement is her name is to be removed from the suit.

**RESOLUTION #104-2016
A RESOLUTION TO ENTER INTO A CLOSED SESSION FOR PENDING LITIGATION UPDATES
(IN FULL IN RESOLUTION BOOK)**

Mayor Cairns Wells read the resolution by title only and asked for a motion. Motion was made by Mr. Creighton and seconded by Mr. Corbi.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

Council returned to Public Session with a motion from Mr. Corbi and a second by Mr. Creighton. Council unanimously approved in the affirmative. No formal action occurred as a result of this closed session.

ROLL CALL: Mr. Bianchini aye, Mr. Corbi aye Mr. Creighton aye, Mr. Fullerton aye

ADJOURNMENT: With no further business to discuss Mr. Bianchini motioned to adjourn to which Mr. Creighton provided the second. Council unanimously approved in the affirmative.

Respectfully submitted,

Michelle Hack, RMC
Municipal Clerk