

SEPTEMBER 11, 2013

**BOROUGH COUNCIL MEETING MINUTES
SEPTEMBER 11,2013**

Meeting called to order at 7:00P.M.

Pledge of Allegiance

Moment of Silence for all who lost their lives on 9/11

Mayor Campbell announced the Opening Statement “All the notice requirements of the Open Public Meeting Act have been complied with in full.”

ROLL CALL:

Present:

Councilman Gerald Bonsall
Councilman Mitch Brown
Councilman John Croghan
Councilman Michael MacFerren

Absent:

Councilwoman Anita Mancini
Councilwoman Margie Schieber

Professionals: Gregory Fusco, Borough Engineer John P. Jehl, Borough Solicitor

Mayor Campbell commented that Solicitor Jehl had surgery yesterday and our thoughts are with him.

FIRST ORDER OF BUSINESS:

PUBLIC HEARING FOR RENEWAL OF COMCAST CONTRACT

Mayor Campbell introduces Fred DeAndrea, Comcast Director of Government & Regulatory Affairs

Mr. DeAndrea commented that he is here tonight for the Borough’s franchise renewal application or our license to operate in the Borough. Among the formality of the renewal is tonight’s public hearing which is mandated under the State’s regulations. Comcast has not prohibited any other provider from providing services to the Borough. No action is required tonight. This is an opportunity for the governing body and Comcast to be present for the public on anything ranging from Comcast’s offerings to customer service.

Under government law, the governing body must base its decision to renew or deny the franchise on four fundamental questions: 1) Has the cable operator substantially complied with material items of the existing franchise and applicable laws; 2) has the quality of the operator service including signal quality, responsiveness to consumer complaints and billing practices been reasonable; 3) does the operator have the financial, legal and technical ability to provide the facilities and equipment; 4) is the cable operator’s franchise renewal proposal reasonable to meet the future cable related needs of the community.

Hearing Open to the Public. No comment from the public. Closed to the Public.

Mayor Campbell commented that he and Councilman Bonsall met with Mr.

SEPTEMBER 11, 2013

DeAndrea earlier and went over a hand full of items - one the fire company believes they are paying a commercial rate. Mr. DeAndrea addressed that item and will provide free video service to the fire company and the senior center. Mr. DeAndrea will work on items to be considered and submit an ordinance and signing the contracts.

VOUCHERS:

Motion to dispense reading and approve vouchers in the amount of \$929,176.70 Councilman Bonsall, Second Councilman Croghan

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

ORDINANCES:

FIRST READING: None

SECOND READING: None

MEETING OPEN TO THE PUBLIC FOR COMMENT ON PENDING RESOLUTIONS

No comment from the public.

CLOSED TO THE PUBLIC

RESOLUTIONS:

2013-9-82 RESOLUTION AMENDING THE BOROUGH OF GIBBSBORO PERSONNEL POLICES AND PROCEDURES MANUAL

BE IT RESOLVED by the Mayor and Borough Counsel of the Borough of Gibbsboro that the Personnel Policies and Procedures Manual of the Borough of Gibbsboro shall be amended as follows:

SECTION THREE

Paid and Unpaid Time off Policies:

PAID VACATIONS

2. Part-time Employee's Schedule

Part-time employees with scheduled work hours of at least 30 hours per week shall be entitled to one day's vacation for each three months of employment.

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

SEPTEMBER 11, 2013

2013-9-83 RESOLUTION PROCLAIMING SEPTEMBER AS OVARIAN CANCER AWARENESS MONTH

WHEREAS, Ovarian Cancer is called the “silent disease” because its symptoms are often vague or subtle, and a woman’s lifetime risk of getting **Ovarian Cancer** is 1 in 72; and

WHEREAS, At present, there are **no** early detection tests routinely conducted for **Ovarian Cancer**, the leading cause of gynecological cancer deaths in the United States, and where each year, more than 22,000 women are diagnosed with the disease and approximately 17,000 die from it; and

WHEREAS, If medical research can be developed, and if this deadly disease can be detected in it’s early stages, survival from **Ovarian Cancer** is 90-95 percent. Sadly however, the five-year survival rate for the disease is only 28 percent because it usually is not detected until the later stages; and

WHEREAS, The Ovarian Cancer Awareness campaign was launched nationwide by the Ovarian Cancer National Alliance, located in Washington, DC. The month of September was designated, and a visual aid was established by utilizing the recognized cancer ribbon logo, with the ribbon color in teal; and

WHEREAS, The Susan Marie Rupp Foundation set as their mission to promote public awareness of this silent, deadly disease and its symptoms through their “teal ribbons of hope” Ovarian Cancer awareness campaign;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Gibbsboro joins the Ovarian Cancer National Alliance, the Susan Marie Rupp Foundation and the nation in declaring the month of September as **Ovarian Cancer Awareness** month and adds their support of the goals of this awareness campaign.

Edward G. Campbell, III
Borough of Gibbsboro

2013-9-84 RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Borough of Gibbsboro is a member of the Camden County Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2013 unless earlier renewed by agreement between the Municipality and the Fund; and

SEPTEMBER 11, 2013

WHEREAS, the Municipality desires to renew said Membership; NOW THEREFORE, be it resolved as follows:

1. The Borough of Gibbsboro agrees to renew its membership in the Camden County Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Camden County Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

This Resolution agreed to this 11th day of September, 2013 by a vote of:

4 Affirmative, 0 Negative

Edward G. Campbell, III
Mayor

2013-9-85 RESOLUTION AUTHORIZING THE AWARD OF CONTRACT (BID A-27/2013) UNDER THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM BY AND BETWEEN THE COUNTY OF CAMDEN (DEPARTMENT OF BUILDINGS AND OPERATIONS) AND VARIOUS VENDORS FOR COPY, COMPUTER PAPER AND ENVELOPES AND THE BOROUGH OF GIBBSBORO

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, State of New Jersey, County of Camden that an award of contract (Bid A-27/2013) is hereby authorized between the County of Camden (Department of Buildings and Operations) and various vendors to provide copy, computer paper and envelopes under the Camden County Cooperative Pricing System for the Borough of Gibbsboro.

BE IT FURTHER RESOLVED that the commencement will be 9/1/13 through 2/28/14 with the option of an additional six months extension, said extension to be exercised at the sole discretion of the County.

Edward G. Campbell, III
Mayor

Anne D. Levy
Borough Clerk

2013-9-86 RESOLUTION AUTHORIZING CHANGE ORDER NO. 5 FOR THE RECONSTRUCTION OF THE SANITARY SEWER SYSTEM IN THE DEVELOPMENT SECTION OF THE BOROUGH OF GIBBSBORO

WHEREAS, it was necessary to make changes in the Scope of Work to be done in completing the Reconstruction of the Sanitary Sewer System in the Development Section of the

SEPTEMBER 11, 2013

Borough of Gibbsboro (Partially funded by the New Jersey Department of Environmental Protection Municipal Wastewater Assistance Program, N.J.D.E.P. Project No. S340871-03 (KEI #24-286GB1109); the U.S.D.A. Water and Waste Disposal Loan & Grant Program (KEI #24-31GB1209; and the New Jersey Department of Transportation Municipal Aid Transportation Trust Fund (KEI #24-300GB0409/24-323GB0211: Borough of Gibbsboro, Camden County, New Jersey.

WHEREAS, Change Order Number 5 was developed to itemize and authorize those changes; and

WHEREAS, certification has been received by the Borough Chief Finance Officer that sufficient funds have been allocated for this Change Order;

NOW, THEREFORE BE IT RESOLVED by the Borough of Gibbsboro, County of Camden, State of New Jersey that Change Order Number 5 is hereby authorized and approval is hereby granted to revise the contract amount from **\$1,189,624.24 to \$1,201,262.77.**

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

Motion to approve Resolutions Councilman Bonsall, Second Councilman Brown

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

MINUTES:

Motion to dispense reading and approve minutes of 8/14/13 Councilman Bonsall, Second Councilman Brown

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

REPORT OF MUNICIPAL OFFICERS:

Borough Clerk	<u> X </u>	Police Department	<u> X </u>
Construction Official	<u> X </u>	Sewer Clerk	<u> X </u>
Tax Collector	<u> X </u>	Court Clerk	<u> X </u>
Treasurer	<u> X </u>	Welfare Director	<u> X </u>
Compliance/Zoning Officer	<u> X </u>	Engineer	<u> X </u>
Fire Official	<u> X </u>	Risk Manager	<u> X </u>

Motion to put written reports on file for one year Councilman Bonsall, Second Councilman MacFerren

SEPTEMBER 11, 2013

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

CORRESPONDENCE:

TO: The Borough of Gibbsboro dated 8/19/13
FROM: Officer Kyle Keating
RE: Resignation as of 9/2/13
ACTION: Motion by Councilman Bonsall, seconded by Councilman MacFerren to accept Officer Keating's resignation.

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

TO: Borough of Gibbsboro dated 8/6/13
FROM: John Saville, Loss Control Consultant
RE: Loss Control Report dated 8/6/13
ACTION: FYI

TO: Mayor Campbell dated 9/2/13
FROM: George Read, Captain, Gibbsboro Fire Company
RE: Fire Prevention Night October 7th from 7:00 to 9:00 p.m.
ACTION: FYI

TO: Mayor & Council dated 9/4/13
FROM: New Jersey Department of Health
RE: Available funds for Hepatitis Inoculation
ACTION: Fire Chief Haaf indicated none of the firefighters need the inoculation.

TO: Mayor and Council dated 9/5/13
FROM: Church of St. Andrew the Apostle
RE: Contribution to the 50th Jubilee Gala Commemorative Journal
ACTION: Motion by Councilman Bonsall and seconded by Councilman Croghan authorizing a letter stating that the Borough is not permitted to use Borough funds for a church function.

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

OLD BUSINESS: None

NEW BUSINESS:

SEPTEMBER 11, 2013

1. BEST PRACTICES WORKSHEET CY 2013/2014

Mayor and Council reviewed and commented on the Best Practices Work Sheet for CY 2013-2014.

2. EDUCATION/PROFESSIONAL ENRICHMENT REQUEST

A. Officer Patrick Billingsley – Alcotest Certification – 12/16-12/19/13
Cost: \$0, Location: Gloucester County Police Academy

B. Debbie Jackson – Maintaining General Ledger –10/25/13
Cost: 208.00, Location: Atlantic Cape Community College

Motion to approve Education/Professional Enrichment Requests Councilman Bonsall, Second Councilman Croghan

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

3. PURCHASE OF TASK AND CONFERENCE ROOM CHAIRS

Quotes were solicited for task chairs and conference room chairs under State Contract A81641 from W.B. Mason

6 Task Chairs @ \$248.24 =	\$1,489.44
7 Council room chairs @ \$346.15	<u>\$2,423.05</u>
Total	\$3,912.49

Motion to purchase under State Contract A81641 from W.B. Mason 13HON chairs for a total price of \$3,912.49, charged to Building OE, contingent upon certification from CFO of available funds Councilman Bonsall, Second Councilman Brown

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Aye	Councilman MacFerren	Aye
	Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

4. MONUMENT SIGNS

Mayor Campbell commented that there are funds in the Clean Communities Trust Fund and a number of places that need signs – Hidden Woods, Lucas Park, and Lucas House.

Motion to authorize Borough Engineer to issue plans and specifications for the signs – Councilman Brown, Second Councilman Croghan.

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
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SEPTEMBER 11, 2013

Councilman Croghan	Aye	Councilman MacFerren	Aye
Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

5. POLICE SOFTWARE

Software is to compile data for month, yearly reports, fleet management data, search options and less hard copy printing for storage. The following quotes were received:

Cornerstone Systems and technology Group approximately for server and software	\$10,550.00 plus \$6,000
Archonix (Shared services with Camden County) needed	\$22,430.00 No server or software needed
Crimesoft for server and software	\$5,495.00 plus \$6,000 approximately

Motion made by Councilman Croghan and seconded by Councilman Bonsall to obtain additional information from Police Chief.

Voice Vote: Councilman Bonsall	Aye	Councilman Brown	Aye
Councilman Croghan	Aye	Councilman MacFerren	Aye
Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

INFORMATIONAL:

1. Next Regular Council meeting is October 9, 2013

MEETING OPEN TO THE PUBLIC

No comment from the public.

CLOSED TO THE PUBLIC

MOTION TO ADJOURN AT 7:35 P.M. COUNCILMAN BONSTALL, SECOND COUNCILMAN BROWN

Voice Vote: Councilman Bonsall	Aye	Councilman Brown	Aye
Councilman Croghan	Aye	Councilman MacFerren	Aye
Councilwoman Mancini	Absent	Councilwoman Schieber	Absent

Anne D. Levy, RMC
Borough Clerk

Edward G. Campbell, III
Mayor

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