

October 8, 2014

**BOROUGH COUNCIL MEETING MINUTES
OCTOBER 8, 2014**

Meeting called to order at 7 P.M.

Pledge of Allegiance

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 Fred Deterding
Councilman Jack Flynn
Councilman Michael MacFerren

Absent:

Councilman John Croghan

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

VOUCHERS:

Motion to dispense reading and approve vouchers in the amount of **\$1,207,725.90**
Councilman Bonsall, Second Councilman MacFerren

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

ORDINANCES:

FIRST READING:

2014-09 A BOND ORDINANCE OF THE BOROUGH OF GIBBSBORO APPROPRIATING \$60,000 FOR THE PURCHASE OF RECREATION EQUIPMENT AND AUTHORIZING THE ISSUANCE OF BONDS AND/OR NOTES IN THE AMOUNT OF \$9,500 AND \$500 DOWN PAYMENT AND THE ACCEPTANCE OF THE CAMDEN COUNTY DIVISION OF OPEN SPACE FARMLAND PRESERVATION IN THE AMOUNT OF \$50,000

Motion to approve ordinance Councilman Bonsall, Second Councilman Flynn

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

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SECOND READING: None

MEETING OPEN TO THE PUBLIC FOR COMMENT ON PENDING RESOLUTIONS

No comment from the public.

CLOSED TO THE PUBLIC

RESOLUTIONS:

2014-10-92 RESOLUTION REVISING 2014-1-34 ESTABLISHING SALARIES OF
MUNICIPAL OFFICIALS AND EMPLOYEES OF THE BOROUGH OF
GIBBSBORO, COUNTY OF CAMDEN, FOR THE YEAR 2014

BE IT RESOLVED, by Mayor and Borough Council of the Borough of Gibbsboro that the following officials and employees of the Borough of Gibbsboro be paid as follows for the year 2014:

<u>POSITION</u>	<u>HOURLY</u>	<u>ANNUAL SALARY</u>
EXECUTIVE/LEGISLATIVE		
Mayor		\$3,416.00
Members of Council		\$3,252.00

The Officials and employees holding the following positions will be paid bi-weekly, semi-monthly or quarterly as indicated:

ADMINISTRATIVE

Municipal Clerk*		\$51,245.00
Deputy Clerk		\$40,000.00
*Includes Municipal Search Clerk, Registrar of Vital Statistics, Election Official, Registrar of Voters, Board of Health, Purchasing Agent, and Dog Registrar.		
General Clerk	\$12.75	

FINANCE

Chief Finance Officer		\$ 7,310.00
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COURT

Municipal Judge		\$ 7,803.00
Municipal Court Administrator		\$37,827.00
Deputy Court Clerk/Violations Clerk		\$ 1,791.00
Municipal Prosecutor		\$ 4,657.00
Public Defender		\$ 2,796.00
Court Clerk (Adm)	\$12.50	
Court Clerk (Court Night Recorder)	\$20.00	

SEWER

Clerk		\$ 6,786.00
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TAX OFFICE

Tax Collector/Tax Search Clerk \$ 9,372.00

TAX ASSESSOR

Assessor \$ 8,159.00
Clerk \$12.75

CONSTRUCTION

Construction Subcode Official \$ 6,624.00
Building Inspector 3,879.00
Electrical subcode Official/Inspector 2,335.00
Plumbing subcode Official/Inspector 2,335.00
Fire subcode Official/Inspector 2,335.00
Clerk \$12.75
Municipal Compliance Officer \$ 3,313.00
Zoning Officer \$ 3,372.00
Fire Official (Safety) \$ 2,865.00
Fire Inspector (Safety)
 Zuggi \$ 2,123.00
 Buchhofer \$ 2,123.00

LIBRARY

Library Director \$9.88
Assistant Library Director \$8.25
Assistant Library \$8.25

LOCAL ASSISTANCE

Director, Public Assistance \$ 3,680.00

PUBLIC SAFETY

Police Officers Police Officers represented by the Gibbsboro Police Association (GPA) shall be compensated in accordance with a collective bargaining agreement that is on file with the Borough Clerk.

Private Contractor Rate \$65.00
Police Chief \$65,247.00
PT Officer Fisher \$17.84 \$18.20 EFF 09/14/14
Police Matron \$ 100/Per call out
Crossing Guard #1 - Peggy Mason \$42.64
Crossing Guard #2 - \$29.72
Crossing Guard #3 – Heather Nilan \$28.43
Crossing Guard #4 – Lisa A. Davies \$24.85
Emergency Management Coordinator \$ 1,953.00

PUBLIC WORKS

Public Works Supervisor \$20.05
PW Asst. (Steve Head) \$15.96
P.W. Employees \$12.00
Public Works (Part time Employees) \$10.00

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BOARDS AND COMMISSIONS

Secretary, Planning Board	\$ 2,183.00
Secretary, Zoning Board	\$ 2,183.00

DOG CENSUS

Dog Census Taker (per house surveyed)	\$ 1.50
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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro that the above officials and employees of the Borough of Gibbsboro shall be paid as set forth for the year 2014.

Anne D. Levy, RMC
Borough Clerk

Edward G. Campbell, III
Mayor

2014-10-93 RESOLUTON CANCELLING CAPITAL IMPROVEMENT APPROPRIATION BALANCES

WHEREAS, certain UTILITY Capital Improvement appropriation balances remain dedicated to projects now completed; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement fund or credited to surplus, and unused debt authorizations may be cancelled;

NOW THEREFORE, BE IT RESOLVED, by the Council of the Borough of Gibbsboro, Camden County, New Jersey that the following unexpended and dedicated balances of Capital Appropriations are cancelled:

Ord. No.	Date Auth.	Project Description	Amount Cancelled	
			Funded	Unfunded
00-03	2003	Senior Recreation Center	\$ 663.88	0
01-03	2001	Curbs/Sidewalks/Roads	\$ 1,250.22	0
03-17	2003	Fire Equipment	\$ 2,706.31	0
06-15	2006	COAH	\$70,000.00	0
TOTAL			\$74,597.20	0

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

2014-10-94 RESOLUTION FOR THE PAYMENT OF ESCROW FUNDS FOR BLOCK 42, LOT 12.04

WHEREAS, the Borough of Gibbsboro entered into an agreement with Fulton Bank to negate the Irrevocable Standby Letter of Credit issued 2/7/08 regarding property owned by TAHMED, LLC C/O AFFILIATED MANAGEMENT COMPANY (also known as High Ridge Executive Campus) described as Block 42, Lot 12.04; and

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WHEREAS, under the terms of the agreement Fulton Bank agreed to pay to the Borough of Gibbsboro \$231,042.60 to complete in whole or in part the required site improvements; and

WHEREAS, \$12,908 is amount due the Borough of Gibbsboro from Trust Account - High Ridge Improvement T-03-56-120-006 (for work completed on the road connection between High Ridge Executive Campus and the senior center).

NOW THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Gibbsboro, County of Camden, State of New Jersey that the escrow fund of \$12,908 be paid to the Borough of Gibbsboro as reimbursement for that improvement.

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

2014-10-95 RESOLUTION AUTHORIZING THE SECOND YEAR OPTION (BID A-33)
FOR DEER CARCASS REMOVAL SERVICES UNDER THE CAMDEN
COUNTY COOPERATIVE PRICING SYSTEM

WHEREAS, bids were received by Camden County for the project known as Bid A-33, Camden County Cooperative Pricing System and Deer Carcass Removal Services (Bid A28-13) for the removal of deer carcass on 7/10/13 with an second and third year options to renew, the receipt of which bids were duly advertised in accordance with law; and

WHEREAS, the Board of Chosen Freeholders recommended award for the second year option to the lowest responsible bidder, Deer Carcass Removal Services; and

WHEREAS, this project was bid under Camden County Cooperative pricing with Camden County listed as Lead Agency; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Gibbsboro, County of Camden, and State of New Jersey that said second year option is from 8/1/14 to 7/31/15.

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

2014-10-96 RESOLUTION APPROVING ON-PREMISE DRAW RAFFLE LICENSE RL
2014-06 TO E.T. HAMILTON PARENT FACULTY ASSOCIATION

BE IT RESOLVED by Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey that a Raffle application has been submitted to the Borough of Gibbsboro by the E.T. Hamilton Parent Faculty Association who is sponsoring an on-site Basket Raffle to be held on November 17, 2014 at the Chop House; and

BE IT RESOLVED by the Mayor and Council that License RL2014-06 is hereby granted to the E.T. Hamilton Parent Faculty Association; and

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BE IT FURTHER RESOLVED that said license is for the benefit of the E.T. Hamilton Parent Faculty Association to raise funds to better the school and education of the students by purchasing needed items to assist school for assemblies and technology not included in the budget.

Edward G. Campbell, III
Mayor

Anne D. Levy, RMC
Borough Clerk

2014-10-98 RESOLUTION AND APPLICATION FOR STATE AID TO THE NJDOT FOR BIKEWAYS ALONG LAKEVIEW DRIVE (FROM EASTWICK DRIVE TO KRESSON ROAD)

WHEREAS, the Borough of Gibbsboro desires to submit an application to the New Jersey Department of Transportation for FY2015 Municipal Aid Funding for the above noted project; and

NOW, THEREFORE, BE IT RESOLVED that Council of Gibbsboro Borough, formally approves the grant application for the above stated project; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as BIKEWAYS ALONG LAKEVIEW DRIVE (FROM EASTWICK DRIVE TO KRESSON-MILFORD ROAD) to the New Jersey Department of Transportation on behalf of the Borough of Gibbsboro; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Gibbsboro and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Anne D. Levy, Clerk
Borough Clerk

Edward G. Campbell, III, Mayor

2014-10-99 RESOLUTION AND APPLICATION FOR STATE AID TO THE NJDOT FOR ROADWAY IMPROVEMENTS TO FARWOOD ROAD

WHEREAS, the Borough of Gibbsboro desires to submit an application to the New Jersey Department of Transportation for FY2015 Municipal Aid Funding for the above noted project; and

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Gibbsboro, formally approves the grant application for the above stated project; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA2015-Gibbsboro Borough- to the New Jersey Department of Transportation on behalf of Borough of Gibbsboro; and

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BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Gibbsboro and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Anne D. Levy, Clerk

Edward G. Campbell, III, Mayor

Motion to approve Resolutions Councilman Bonsall, Second Councilman MacFerren

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

MINUTES:

Motion to dispense reading and approve minutes of 9/10/14 Councilman Bonsall, Second Councilman Deterding

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

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>

COUNCIL COMMITTEE REPORTS:

PLANNING BOARD/PUBLIC WORKS

COUNCILMAN BONSALL

Councilman Bonsall reported the Planning Board will be meeting next week. Regarding Public Works, he reported that the doors were replaced at the borough garage. He commended Public Works for cleaning up an accident site on Hilliards Road. The hot water heater at the scout building was repaired by the Scout Master. Top soil and grass seed has been spread where needed on public grounds. Senior Center is being painted. A "no hunting" sign has been posted on Democrat Way.

PUBLIC EVENTS

COUNCILMAN BROWN

Councilman Brown congratulated the Fire Company on its successful Fire Prevention Night Event. He announced the dates for the Halloween Parade, Gibbsboro Day, Tree Lighting and

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Senior Holiday Party. It was noted that the Borough needs to secure a commitment from a new company to hang the Tree Lights this year.

POLICE/LIBRARY

COUNCILMAN CROGHAN

Councilman Croghan was absent. Councilman Bonsall offered that there is a police training course available. Mayor Campbell spoke to the Chief who is pleased with the new officers.

TRASH/RECYCLING

COUNCILMAN DETERDING

Councilman Deterding reported that 82.2 tons of trash were collected in August and 101.58 tons of trash in September. He has no report for recycling. The new trash and recycling collection company started this week.

INSURANCE/RECREATION/L&I

COUNCILMAN MACFERREN

Councilman MacFerren shared information regarding new guidelines for generators. This information will be reviewed by the Borough Engineer for applicability. Regarding Recreation, Councilman MacFerren is selecting playground equipment to be purchased with the \$25,000 from Camden County Open Space. The playground equipment has 13 play events and will be placed behind the existing swingset at Lauer Park. The price is \$23,000 but does not include installation or the ground chips. For L&I, the Borough collected \$1,649 in permit fees.

LOCAL ASSISTANCE/ENVIRONMENTAL

COUNCILMAN FLYNN

Councilman Flynn reported that there is one active SSDI case. For Environmental, plans for scouts to put additional signs on the bike path was pushed back to October 18th due to rain. Environmental items to be further discussed during New Business.

MAYOR'S REPORT

MAYOR CAMPBELL

Mayor Campbell commended the fire company on its Fire Prevention Night. While in attendance he spoke with residents about the NJ Transit buses that are continuing to speed along Hilliards Road. He has been in contract with the county and DOT and has been told that due to union issues, the bus routes will continue to use Hilliards Road until November 15. The bridge detour route will then use White Horse Road-Route 561-Clementon Road. The Mayor has instructed the Police Department to pull over speeding buses and to be aware of the disturbances the buses are causing. Mayor Campbell also reported the county grant application for the Lucas House repairs remains outstanding. The county received 10 applications and may not be able to fund them all. Mayor Campbell serves on the committee and was told the grant award would probably not be announced until December or January. The borough is getting prices to move and install the HVAC unit from the Senior Center to the Scout building. The Borough Engineer is going to be meeting with the pinsetter contractors shortly to obtain prices for new bowling lanes at the Senior Center.

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

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Councilman Flynn

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

CORRESPONDENCE: None

OLD BUSINESS: None

NEW BUSINESS:

1. SHADE TREE COMMISSION GRANT

Councilman Flynn made a motion to apply for the Shade Tree Commission Grant and authorize the drafting of the resolution for the next meeting, Seconded by Councilman Bonsall.

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

2. SHADE TREE TRAINING

Councilman Flynn reported that to be qualified for the commission grant, training in the Shade Tree Commission's policies is required for 2 – 4 people. There is an upcoming training session in Cherry Hill on October 25, 2014 with the cost of \$110 per person. Wally Pratz from Public Works has the credit needed and does not need to attend.

Councilman Flynn made the motion for himself and another member of the Environmental Commission to attend the training - Seconded by Councilman MacFerren.

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

3. TREE PURCHASE

Quotes received for 8' Blue Spruce tree and 8-10' flowering plum tree:

- a. Damby's \$650
- b. Berlin Circle Garden \$720
- c. H&H Landscape \$825

Motion to award to Damby's in the amount of \$650, charged to Environmental Commission OE, contingent upon certification of availability of funds from CFO Councilman Flynn, Second Councilman MacFerren

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Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

4. RESTORATION OF WOODBRIDGE ROAD

Bids received on 10/2/14 for the restoration which includes widening the street by one foot and a complete resurfacing of Woodbridge Road. Also a concrete pad to be constructed at the Senior Center for the generator:

	<u>BASE BID</u> <u>WOODBRIDGE RD</u>	<u>ALTERNATE #1</u> <u>CONCRETE PAD</u>
DiMeglio Construction	\$175,825.75	\$2,310.00
Pioneer General Contractors	\$219,450.00	\$2,200.00
J.A.D.E. Inc.	\$220,896.75	\$1,650.00
American Asphalt Co.	\$222,747.66	\$5,060.00
GWP Enterprises Inc.	\$232,017.25	\$3,965.50
Mount Construction	\$232,935.00	\$2,508.00
Charles Marandino, LLC	\$250,630.00	\$1,870.00

Motion to award to DiMeglio Construction, Atco, New Jersey, in the amount of \$178,135.75, charged to ordinance 2014-07, contingent upon certification of availability of funds from the CFO and review of contract by the Solicitor Councilman Bonsall, Second Councilman MacFerren

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

2014-10-97 RECOMMENDATION OF AWARD STATE AID PROJECT FOR RESTORATION OF WOODBRIDGE ROAD FROM CEDARCROFT ROAD TO EDGEHILL ROAD FUNDED THROUGH THE NJDOT FY2014

BE IT RESOLVED, that the Borough of Gibbsboro hereby recommends to the New Jersey Department of Transportation that the contract for the Restoration of Woodbridge Road from Cedarcroft Road to Edgehill Road (Funded through the N.J.D.O.T., FY2014) in the Borough of Gibbsboro, County of Camden, State of New Jersey be awarded to DiMeglio Construction of Atco, New Jersey, whose bid amounted to a total of \$178,135.75, subject to the approval of the Department.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Gibbsboro, County of Camden, State of New Jersey, that a contract in the amount of \$178,135.75 for the Restoration of Woodbridge Road from Cedarcroft Road to Edgehill Road (Funded through the N.J.D.O.T., FY2014) in the Borough of Gibbsboro, County of Camden, State of New Jersey, is hereby awarded to DiMeglio Construction of Atco, New Jersey, conditional upon the following:

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1. That a certificate has been received from the Municipal Treasurer stating that funds are available for this Contract.
2. That all funds expended for this Contract shall be charged to Ordinance 2014-07 Ordinance Number).
3. That the bid documents and bidding procedures have been reviewed and approved by the Municipal Solicitor.
4. That the bid documents and bidding procedures have been reviewed and approved by the New Jersey Department of Transportation.
5. That the presiding officer of this body be and is hereby directed to sign for and on its behalf the Contract in the prescribed form for said construction.
6. That the clerk of this body be and is hereby directed to seal said Contract with the corporate seal of this body and attest to the same.
7. This Resolution hereby authorizes the Mayor and Clerk to endorse the Contract document.

Anne D. Levy, Clerk

Edward G. Campbell, III, Mayor

Motion to approve Resolution Councilman Flynn, Second Councilman Brown

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

5. 2014 BEST PRACTICES INVENTORY

Council reviewed the Best Practices Inventory. The percentage of State Aide that the Borough is eligible to receive depends upon the results of this inventory. The Borough answered "YES" to 42 questions, "NO" to two questions and declared that 3 questions were not applicable for a result of 90%. This qualifies the Borough for the full State Aid amount.

6. USE OF GIBBSBORO MUNICIPAL FACILITIES

Applicant: South Jersey Storm Baseball Team c/o Debra & Jerry Janove
 FACILITY: Little League Field
 Date of Event: Weekdays after 5:00 p.m. Weekends (day) October 2014
 3/1/15 to 6/1/15 – Weekdays after 6:00 pm or weekend days
 Fee & Bond Paid: Will pay \$25 per game if approved

Action: The Council is willing to permit the use of the field during the month of October contingent upon the proof of insurance and the payment of \$25 per session. Regarding the requests for 2015, the Council would like to first determine the local needs of the school and the GVAA.

INFORMATIONAL:

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1. Halloween Parade Saturday, October 25th at 2:00 p.m.
2. Gibbsboro Day Saturday, November 1st at 10:00 a.m.
3. Tree Lighting Ceremony Tuesday, December 2nd at 7:00 p.m.
4. Senior Party Monday, December 8th at 6:00 p.m.

MEETING OPEN TO THE PUBLIC

Ed and Kitty Madden of 29 Hilliards Road thanked the Mayor for his efforts to minimize the bus traffic along Hilliards Road.

CLOSED TO THE PUBLIC

MOTION TO ADJOURN AT 7:51 P.M. COUNCILMAN BONSALL, SECOND COUNCILMAN BROWN

Voice Vote:	Councilman Bonsall	Aye	Councilman Brown	Aye
	Councilman Croghan	Absent	Councilman Deterding	Aye
	Councilman Flynn	Aye	Councilman MacFerren	Aye

Anne D. Levy, RMC
Borough Clerk

Edward G. Campbell, III
Mayor

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