

Borough of Elmer Minutes**March 9, 2016**

CALL TO ORDER: A Regular Meeting of the Borough Council convened in the Borough Hall at 7:30 p.m. with Mayor Stemberger presiding.

FLAG SALUTE AND INVOCATION: Invocation was given by Mayor Stemberger, followed by the pledge of allegiance. Mayor Stemberger noted that adequate notice of the meeting was provided pursuant to the Open Public Meetings Act.

ROLL CALL: President Schneider, Council Members Nolan, Richards, Schalick, Zee, and Mayor Stemberger answered to the roll call. Absent: Council Member Davis. Also present were Solicitor Duffield, Chief Financial Officer Strang, and Chief of Police Bryan.

APPROVAL OF MINUTES: Motion Zee, second Nolan to approve the minutes from Elmer Borough Council Meeting held on February 10, 2016, and to dispense with the reading of the minutes.

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

OPEN TO THE PUBLIC: Motion Zee, second Richards to open the public portion of the meeting.

CLOSED TO THE PUBLIC: Since no one was present from the public motion Richards, second Nolan to close the public portion of the meeting. Motion carried.

UNFINISHED BUSINESS: None

NEW BUSINESS:**1. Ordinances:**

ORDINANCE 2016-5 (Introduction): Bond Ordinance Authorizing Municipal Building Roof Replacement Motion Richards, second Zee to approve the introduction of Ordinance 2016-5.

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

ORDINANCE 2016-6 (Introduction): AMENDING CHAPTER 24 ENTITLED "FLOOD DAMAGE PREVENTION" OF THE CODE OF THE BOROUGH OF ELMER.

Motion Richards, second Zee to approve the introduction of Ordinance 2016-6.

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

2. Resolutions: The following Resolutions were read by the Clerk by title only.

**BOROUGH OF ELMER, COUNTY OF SALEM
TEMPORARY CAPITAL BUDGET RESOLUTION
(N.J.A.C. 5:30-4.4B)**

Number 31-16

WHEREAS, the Borough of Elmer desires to constitute the 2016 Temporary Capital Budget by inserting therein the replacement of the municipal building roof;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Elmer, in the County of Salem, State of New Jersey, as follows:

1. The 2016 Temporary Capital Budget of the Borough of Elmer is hereby constituted by the adoption of a schedule to read as follows:

Project No. 1

**Temporary Capital Budget of the Borough of Elmer
Salem County, New Jersey**

Project Scheduled for 2016
Replacement of the Municipal Building Roof

Method of Financing

<u>Purpose</u>	<u>Estimated Total Cost</u>	<u>Capital Imp. Fund</u>	<u>Amount of Obligations</u>
A. Replacement of Municipal Building Roof	\$30,000	\$1,500	\$28,500

2. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

**BOROUGH OF ELMER, COUNTY OF SALEM
EMERGENCY TEMPORARY APPROPRIATION RESOLUTION**

Number 32-16

WHEREAS, emergent conditions have arisen with respect to the need to appropriate monies to fund the operations of the Borough of Elmer as the 2016 budget has not yet been adopted, and provisions made in the 2016 temporary appropriation resolution adopted January 13, 2016 are not sufficient for the aforesaid purpose, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for the purpose above mentioned; and

WHEREAS, the total emergency temporary resolutions in the year 2016 pursuant to the provisions of Chapter 96, P. L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$5,500.00;

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made for the following appropriations in the respective amounts listed, totaling \$5,500.00

EMERGENCY TEMPORARY APPROPRIATIONS - 2016

<u>GENERAL GOVERNMENT</u>	<u>OTHER EXPENSES</u>	<u>TOTAL</u>
Tax Assessment Administration	\$ 500.00	\$ 500.00
Insurance: Liability	5,000.00	<u>5,000.00</u>
TOTAL GENERAL APPROPRIATIONS		<u>\$ 5,500.00</u>

2. Said emergency temporary appropriations will be provided for in the 2016 budget under the respective appropriation titles listed above.

3. One certified copy of this resolution be filed with the Director of Local Government Services.

**BOROUGH OF ELMER, COUNTY OF SALEM
APPROPRIATION RESERVE TRANSFER RESOLUTION**

Number 33-16

WHEREAS, the Borough of Elmer, County of Salem, finds it necessary to make transfers among various accounts between the 2015 appropriation reserves; and

WHEREAS, such funds are available in the various accounts; and

WHEREAS, N.J.S.A. 40A:4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Elmer, County of Salem and State of New Jersey, that the following transfers are hereby approved:

	<u>Transfer Amounts</u>	
	<u>To</u>	<u>From</u>
Insurance: Workers' Compensation	\$1,600	
Police:		
Salaries and Wages		\$1,600

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION AUTHORIZING 2016 MUNICIPAL SOFTWARE CONTRACT**

Number 35-16

BE IT RESOLVED by the Mayor and Borough Council that the Clerk be authorized to enter into an agreement with Municipal Software for Support for the year 2016 in the amount of \$6,469.50. This shall be charged to Tax Collection: OE, Animals: OE, Technology: OE, and Water Operating: OE in the 2016 Budget.

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER
AUTHORIZING AND APPROVING MEMORANDUM OF UNDERSTANDING WITH
THE STATE OF NEW JERSEY OFFICE OF EMERGENCY MANAGEMENT**

Number 36-16

WHEREAS, the New Jersey Office of Emergency Management, hereinafter referred to as the "NJOEM", on behalf of the State of New Jersey, is the Grantee receiving Federal funding under the FEMA Public Assistance and/or Hazard Mitigation Programs as authorized under the Stafford Act; and

WHEREAS, the NJOEM has the fiduciary duty and responsibility to ensure Federal funds are spent in accordance with the current Guidelines and Regulations; and

WHEREAS, under current information provided, FEMA has determined that the Borough of Elmer is eligible to apply for and/or receive FEMA funding under the Public Assistance and/or Hazard Mitigation Programs, subject to approval of a Project Worksheet for Public Assistance or Application for a Hazard Mitigation Grant; and

WHEREAS, the NJOEM has submitted a Memorandum of Understanding (MOU) for execution by the Borough memorializing the Borough's obligations with respect to the Programs administered by FEMA, as well as the NJOEM.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer, County of Salem and State of New Jersey that the Borough of Elmer does hereby authorize and endorse the submission on the attached Memorandum of Understanding and that the appropriate officials are authorized to endorse and execute the MOU.

A motion to adopt Resolutions 31-16 to 33-16, 35-16, and 36-16 was made by Zee and seconded by Richards. Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

DISCUSSIONS/MOTIONS:

The following items were discussed by Mayor and Council:

1. Joanne Eddy Surety Bond B1019804, \$40,000 (Water Department): effective 4/1/16-4/1/17. Motion Zee, second Nolan to approve the Surety Bond.
Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.
2. Ordinance for Foreclosures: The Solicitor recommended against changing the existing Vacant and Abandoned Property ordinance to include all properties in foreclosure.
3. Grants for Park Trails: Mayor Stemberger presented information about a DEP and a Health and Wellness grant for the Green Acres Park.
4. Sidewalk Ordinance: Mayor Stemberger initiated a discussion about the enforcing the existing sidewalk ordinance. A member of the public requested to be permitted to speak.

Motion Zee, second Nolan to reopen the meeting to the public.

Donna Stemberger, 20 Fourth St., commented about the poor condition of many sidewalks in the borough for running and walking and her concern that the sidewalk laws are not being enforced. Council Members discussed various options to revising the current sidewalk code to the version presented last month by Council Member Richards. Richards suggested that the Solicitor present a clean version for introduction at next month's meeting.

Motion Zee, second Nolan to close the meeting to the public.

5. The Clerk presented the need for the following resolution:

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION RESCINDING DEPUTY OFFICE OF EMERGENCY MANAGEMENT
APPOINTMENT IN RESOLUTION 1-16**

Number 37-16

BE IT RESOLVED by the Mayor and Borough Council that the Deputy Emergency Management Coordinator appointment for the Borough of Elmer listed in Resolution 1-16 be rescinded and that the Deputy EMC appointment revert to the appointment listed in Resolution Number 1-2014.

Motion Richards, second Zee to approve Resolution 37-16.

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

REPORTS/BILL LIST:

The Tax/Water Collector report was presented for February 2016 as well as the 2016 Tax Sale Report. Motion Zee second Nolan that the reports be received and filed; motion carried.

The Treasurer's Report for the month of February 2016 was presented (**Page 29a** in Minute Book). Motion Richards, second Zee that the reports be received, filed and spread full upon the minutes. Motion carried.

The February 2016 bill list was presented (see **Page 29b** in Minute Book). Motion Richards, second Nolan, that the bills be paid and charged to their respective accounts.

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

The Clerk and Mayor's mail for the month of February was presented and read. Motion Richards second Zee that the correspondence be received and filed. Motion carried.

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION INTRODUCING 2016 BUDGET**

Number 34-16

Chief Financial Officer Strang presented and discussed the 2016 Budget with Council Members.

Motion Zee Second Nolan to introduce the 2016 Budget (see **Page 29c**).

Roll Call: Ayes: Schneider, Nolan, Richards, Schalick, Zee; Nays: None. Motion carried.

COMMITTEE REPORTS:

Committee reports were made at this time:

Finance/Celebration Public Events: Schalick reported that the ball field cleanup will be this weekend and Harvest Day is scheduled for October 1.

Streets/Sidewalks/IT: Richards reported on the State Street reconstruction, storm water permit for DEP, and status of phone bills.

Public Safety: Schneider reported on police and fire calls. Chief Bryan requested an ordinance for transient vendors.

Borough Hall/Public Property: The Clerk presented and Council discussed the quote for fixing electrical problems in the Borough Hall.

Water/Street Lights: Zee reported on status of remediation project and funding.

Trash/Recycling/Parks & Playgrounds: Nolan reported on the recycling report and noted that the chipper will be in town on April 14th.

ADJOURNMENT:

There being no further business, motion Richards, second Zee that the meeting be adjourned. Motion carried.

March 9, 2016

Sarah D. Walker, Acting Borough Clerk