

**Borough of Elmer Minutes****July 13, 2016**

**CALL TO ORDER:** A Regular Meeting of the Borough Council convened in the Borough Hall at 7:35 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 Davis, Richards, Schalick, and Mayor Stemberger answered to the roll call. Absent: Nolan and Zee. Also present were Solicitor Duffield, Chief Financial Officer Strang, and Police Chief Bryan.

**APPROVAL OF MINUTES:** Motion Davis, second Richards to approve the minutes from the Elmer Borough Council Meeting held on June 8, 2016, and to dispense with the reading of the minutes.

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

Motion Schalick, second Davis to approve the minutes from the Executive Closed Session Meeting of April 8, 2015 and to dispense with the reading of the minutes.

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

Motion Schalick, second Schneider to approve the minutes from the Executive Closed Session Meeting of February 12, 2014 and to dispense with the reading of the minutes.

Roll Call: Ayes: Schneider, Davis, Schalick; Abstain: Richards; Nays: None. Motion carried.

Motion Schneider, second Davis to approve the minutes from the Executive Closed Session Meeting of February 13, 2013 and to dispense with the reading of the minutes.

Roll Call: Ayes: Schneider, Davis, Schalick; Abstain: Richards; Nays: None. Motion carried.

Motion Schalick, second Davis to approve and to dispense with the reading of the minutes for the following 2012 Executive Closed Session Meetings: January 11, April 11, July 11, September 12, and November 12.

Roll Call: Ayes: Schneider, Davis, Schalick; Abstain: Richards; Nays: None. Motion carried.

Motion Davis, second Schalick to approve and to dispense with the reading of the minutes from the following 2011 Executive Closed Session Meetings: March 16, July 11, and September 14.

Roll Call: Ayes: Schneider, Davis, Schalick; Abstain: Richards; Nays: None. Motion carried.

Motion Davis, second Schalick to approve and to dispense with the reading of the minutes from the following 2010 Executive Closed Session Meetings: April 14, May 12, June 9, September 8 (Mill St), and September 8 (Housing/Zoning).

Roll Call: Ayes: Schneider, Davis, Schalick; Abstain: Richards; Nays: None. Motion carried.

Mayor Stemberger provided a brief report on recent employee activities and updated Council Members on the Land Use Meeting and the Housing and Property Maintenance violations.

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

Assistant Water Department Superintendent Robert Richards updated Council on recent Water Department activities. He thanked Council on behalf of the Elmer Ambulance for their support of the weekend shifts.

**CLOSED TO THE PUBLIC:** Motion Ricahrds, second Davis to close the public portion of the meeting. Motion carried.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. **Ordinances:** None

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

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER  
AUTHORIZING ENGINEER FOR PREPARATION AND ADVERTISEMENT OF BID SPECIFICATIONS  
FOR NJDOT RECONSTRUCTION OF STATE STREET CONTRACT 2**

**Number 55-16**

**WHEREAS**, the Borough of Elmer has determined a need exists for the reconstruction of State Street; and

**WHEREAS**, there are funds remaining from the New Jersey Department of Transportation (NJDOT) Grant for the Reconstruction of State Street; and

**WHEREAS**, in accordance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., the advertisement and acceptance of bids is required; and

**WHEREAS**, it is in the best interests of the residents of the Borough of Elmer to authorize the preparation of bid specifications for the reconstruction of State Street;

**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 Engineer be authorized to prepare, advertise, and accept bids for the NJDOT Grant Project for the Reconstruction of State Street Contract 2.

**BE IT FURTHER RESOLVED** that the bids will be returnable before the Acting Borough Clerk in accordance with the terms, conditions and specifications of the Notice to Bidders and standard Proposal form.

**BOROUGH OF ELMER, COUNTY OF SALEM RESOLUTION  
REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION  
(N.J.S.A. 40A:4-87)**

**Number 56-16**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for an equal amount:

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Elmer, in the County of Salem, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$3,000.00, which is now available from the New Jersey Prevention Network, Inc. in the amount of \$3,000.

**BE IT FURTHER RESOLVED** that the like sum of \$3,000.00 is hereby appropriated under the caption of "Get Active Grant", and

**BE IT FURTHER RESOLVED** that the above is a result of funds from The New Jersey Prevention Network Get Active Program in the amount of \$3,000.00.

Motion Richards, second Davis to approve Resolution 55-16 to 56--16. Motion carried.

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

**DISCUSSIONS/MOTIONS:** The following items were discussed by Mayor and Council:

1. The 2016 South Jersey Power Cooperative natural gas bid participation was discussed. No action was taken to renew participation.

2. A motion was made by Richards and seconded by Davis to approve the Inspira Chinese Auction/Raffle to be held on October 21, 2016 at 2.00 pm at 501 Front St. Three ayes and one nay; motion carried.

3. The Clerk mentioned that the Trash and Recycling Specifications need to be updated.
4. Council Member Richard made a motion, seconded by Davis, to approve a submission of the following grant (subsequently titled Resolution 57-16); all were in favor and the motion carried:

**BOROUGH OF ELMER COUNTY OF SALEM  
RESOLUTION FOR THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A  
GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE  
RECONSTRUCTION OF HITCHNER AVENUE AND UNION STREET**

**Number 57-16**

Resolution: Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Reconstruction of Hitchner Avenue and Union Street

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Elmer formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2016-Elmer Borough-000xx to the New Jersey Department of Transportation on behalf of the Borough of Elmer.

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

5. The Clerk provided a brief report from the Animal Registrar; 301 licenses were issued for 2016. No action was taken to change fees for the 2017 licensing year.
6. Davis made a motion, second Richards, to approve the meeting room use for the South Jersey Robotics Club for the Community Room on Tuesdays and Wednesdays, 5:30 – 8:30 pm, for a 60 day trial period beginning August 31. All were in favor; motion carried.
7. Discussed the Tax Collector position and the limitations with pension requirements.

**REPORTS/BILL LIST:**

The Tax/Water Collector report was presented for June 2016. Motion Schalick second Davis that the reports be received and filed; motion carried.

The Treasurer's Report for the month of June 2016 was presented (**Page 46a** in Minute Book). Motion Richards, second Davis that the report be received, filed and spread full upon the minutes. Motion carried.

The June 2016 bill list was presented (see **Page 46b** in Minute Book). Motion Davis, second Richards, that the bills be paid and charged to their respective accounts.

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

The Clerk and Mayor's mail for the month of June was presented and read. Motion Davis second Schalick that the correspondence be received and filed. Motion carried.

**COMMITTEE REPORTS:** Committee reports were made at this time:

**Finance/Celebration Public Events:** No report.

**Public Safety:** Schneider provided the police report.

**Streets/Sidewalks/IT:** Richards reported that the payment for the State Street Reconstruction project is being held until problems are fixed. The Mayor noted that his meeting with the Third District representative has yielded no leads for sidewalk grants.

**Borough Hall/Public Property:** Davis updated the Council on the roof replacement.

**Water/Street Lights:** Richards provided a report on water leaks and a fire hydrant replacement; Council discussed the remediation project.

**Trash/Recycling/Parks & Playgrounds:** No report.

**ADJOURNMENT:** Motion Davis, second Schalick that the meeting be adjourned. Motion carried.

July 13, 2016

---

Sarah D. Walker, Acting Borough Clerk