

Borough of Elmer Minutes**May 13, 2020**

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

FLAG SALUTE AND INVOCATION: Mayor Stemberger dispensed with the invocation and the flag salute and noted that adequate notice of the meeting was provided on May 7, 2020 pursuant to the Open Public Meetings Act.

ROLL CALL: Council President Lewis Schneider (phone), Council Members Lynda Davis (phone), Bruce Foster (phone), Cynthia Nolan (phone), Steven Schalick, James Zee (phone) and Mayor Joseph Stemberger answered to the roll call. Also present were Solicitor Brian Duffield (phone), Chief Financial Officer Cynthia Strang, and Clerk Sarah Walker.

APPROVAL OF MINUTES: Motion Foster second Davis to approve the minutes from the Regular Council Meeting held on April 8, 2020 and the Special Meeting held on May 4, 2020 and to dispense with the reading of the minutes.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick; Abstain: Zee; Nays: None; Absent: None. Motion carried.

PUBLIC SESSION: Motion Davis second Nolan to open the public portion of the meeting. All were in favor and the motion carried.

Cindy Strang, representing the Presbyterian Church, asked the intent of the Borough Council regarding the fees associated with the Landlord Registration. Council members discussed whether the Landlord Registration fee should be imposed when the registration is amended for a change in tenancy or only annually. Council consensus was that the fee is annual and amended registrations should not be charged a fee. Solicitor Duffield will prepare an ordinance to clarify the intent for next month's meeting.

There being no other comment from the public, motion Zee second Foster to close the public portion of the meeting. All were in favor and motion carried.

UNFINISHED BUSINESS:**1. Ordinances:****ORDINANCE 2020-6 AMENDING CHAPTER 23 ENTITLED "STORMWATER CONTROL" OF THE CODE OF THE BOROUGH OF ELMER**

Motion Davis second Zee to open the public hearing for Ordinance 2020-6. All were in favor and motion carried.

There being no comment, motion Zee second Nolan to close the public hearing. All were in favor and motion carried. Motion Davis second Foster to adopt Ordinance 2020-6.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

NEW BUSINESS:**1. Ordinances:****ORDINANCE 2020-7 BOND ORDINANCE AUTHORIZING THE RESURFACING OF 2ND STREET, 3RD STREET, AND OAK STREET IN THE BOROUGH OF ELMER; APPROPRIATING THE SUM OF \$346,500 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF ELMER IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$19,219 MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**

Motion Schneider second Zee to approve Ordinance 2020-7.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

2. Resolutions – the following Resolutions were read by title:

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION FOR THE SELF-EXAMINATION OF THE 2020 BUDGET**

Number 45-20

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit

municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Elmer has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Elmer that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION FOR THE 2020 BUDGET TO BE READ BY TITLE ONLY**

Number 46-20

WHEREAS, NJSA40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing a complete copy of the approved budget as advertised has been posted in the Municipal Building and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these two conditions have been met;

NOW, THEREFORE, BE IT RESOLVED that the budget shall be read by title only.

**RESOLUTION OF THE BOROUGH OF ELMER, COUNTY OF SALEM, FOR THE
GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964"**

Number 47-20

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Council of the Borough of Elmer hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**BOROUGH OF ELMER COUNTY OF SALEM RESOLUTION TO AUTHORIZE
THE MAILING OF 2020 THIRD QUARTER ESTIMATED TAX BILLS**

Number 48-20

WHEREAS, all the annual budgets needed for **2020** total tax rate for the Borough of Elmer have not been finally set; and

WHEREAS, the governing body of the Borough of Elmer has therefore determined that the Tax Collector will be unable to complete the mailing and delivery of municipal tax bills by **June 30, 2020**; and

WHEREAS, N.J.S.A. 54:4-66.3 provides the authority and procedures by which an estimated and reconciled tax bill can be set and mailed by a municipality in such case made, by June 30th of the said year.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Elmer as follows:

1. The Tax Collector in consultation with the Chief Finance Officer (CFO) of the Borough of Elmer shall compute an estimated annual tax levy range for the County and each taxing district whose tax levy has not yet been certified by the County Board of Taxation, which as of this date such levies have not been so certified.
2. The range may be within the lower and upper amounts calculated by multiplying the levy of the County and each such taxing district for the previous calendar year by 0.95 and 1.05.
3. The Borough CFO has prepared, delivered, and recommends to the governing body a Certification of the previous calendar fiscal year's annual tax levy with a multiplier of 1.05 to determine an estimated annual tax levy for the County and each such taxing district for the current year.

- 4. The governing body hereby authorizes the CFO, working in conjunction with the Tax Collector, by **June 30, 2020** to prepare and deliver estimated annual tax levy bills for the County and each such taxing district computed by utilizing the multiplier of 1.05 of the previous calendar fiscal year annual tax levy, and thereafter, to be administered in accordance with the procedures and standards as established by N.J.S.A 54: 4-66.3.

**BOROUGH OF ELMER, COUNTY OF SALEM
RESOLUTION FOR PLANNING BOARD ESCROW FUND (Italiano)**

Number 49-20

BE IT RESOLVED that the Escrow Fund Deposit made pursuant to Article IV, Section 2.30 of the Land Development Ordinance by applicant Paul Italiano, Whites Building RE Holdings LLC, for a Minor Subdivision Review for 5 Mill Street (Block 16 Lots 16) in the amount of \$2,066.50 be distributed and paid as follows:

Amount: \$2,066.50.00 To: Consulting Engineering Services LLC For: Minor Subdivision Review

Motion Foster second Nolan to adopt Resolutions 45-20 to 49-20.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

The following resolutions were read by title:

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF SALEM, STATE OF NEW JERSEY, AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT FOR THE BOROUGH HALL ADA IMPROVEMENTS PROJECT TO CONSULTING ENGINEER SERVICES IN THE AMOUNT OF \$20,000.00

Number 50-20

WHEREAS, the Borough of Elmer requires professional engineering services for the Borough Hall ADA Improvements Project; and

WHEREAS, this award of contract will provide professional engineering services which will include analyzing the preliminary plans for the ADA improvements for the Borough Hall, final design plans and specifications and construction administration and observations services; and

WHEREAS, N.J.S.A. 40A:11-5, specifically exempts professional services from provisions of public bidding as provided in the Law Public Contracts Law; and

WHEREAS, such award of contract shall be made as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500.00, that document being entitled Certificate of Value; and

WHEREAS, the anticipated term of this contract is one year or less; and

WHEREAS, Consulting Engineer Services has completed and submitted a Business Entity Disclosure Certification to the Borough, prior to the adoption of this Resolution, which certifies that Consulting Engineer Services (including any individual with an ownership "interest" or control of more than 10% of its profits or assets or 10% of its stock, if a corporation, or any of its principals, partners, officers or directors of their spouses) has not made any reportable contributions to a political or candidate committee in the name of Lewis M. Schneider , James W. Zee III, Lynda Davis, Steven A. Schalick, Bruce Foster and Cynthia L. Nolan, members of the Borough of Elmer Council and/or Mayor Joseph Stemberger, it being understood that the contract will prohibit Consulting Engineer Services from making any reportable contributions, contrary to N.J.S.A. 19:44A-20.5, through the term of their contract with the municipality; and

WHEREAS, Consulting Engineer Services has submitted a New Jersey Business Registration Certificate prior to the adoption of this Resolution; and

WHEREAS, Consulting Engineer Services has completed and submitted to the Borough, the necessary documents in accordance with the New Jersey Local Unit "Pay to Play" Laws (N.J.S.A. 19:44A-20.5 et seq.); and

WHEREAS, the Borough Council deems it in the best interests of the Borough to award a Contract to Consulting Engineer Services to provide the services delineated in the proposal and wishes to provide its approval to the award of the contract; and

WHEREAS, the availability of funds has been certified by the Chief Financial Officer who shall make an appropriate entry into the Borough's encumbrance system pursuant to N.J.A.C. 5:30-5.1 et seq. prior to the award and issuance of a contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Elmer, County of Salem, State of New Jersey, that a Professional Services Contract be awarded and executed with Consulting Engineer Services to provide the aforementioned services identified in the proposal dated March 9, 2020, in the sum of \$20,000.00 which includes analyzing the preliminary plans, final design plans and specifications and construction administration and observations services for the Borough Hall ADA Improvements Project;

BE IT FURTHER RESOLVED, that this appointment is made without public bidding as professional services under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5, because said appointment or engagement requires services performed by person or persons qualified to practice recognized professions;

BE IT FURTHER RESOLVED, that the Business Registration Certification, Business Entity Disclosure Certification, Determination of Value Certification, Political Contribution Disclosure Form and Stockholder Disclosure Certification referenced above be placed on file with this Resolution;

BE IT FURTHER RESOLVED, that the Mayor and Clerk of the Borough of Elmer are hereby authorized to execute the Contract and any and all related documents reflected in the proposal with Consulting Engineer Services, and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution;

BE IT FURTHER RESOLVED, that the compensation to be paid to Consulting Engineer Services shall be based on the proposal submitted by Consulting Engineer Services with the understanding that the total compensation for performance under the contract shall be \$20,000.00;

BE IT FURTHER RESOLVED, that a copy of this resolution shall be publicly advertised pursuant to N.J.S.A. 40A:11-5 et seq.

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF SALEM, STATE OF NEW JERSEY, AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT FOR THE BOROUGH HALL ADA IMPROVEMENTS PROJECT TO BECICA ASSOCIATES, LLC IN THE AMOUNT OF \$54,800.00

Number 51-20

WHEREAS, the Borough of Elmer requires professional architectural/engineering services for the Borough Hall ADA Improvements Project; and

WHEREAS, this award of contract will provide professional architectural/engineering services which will include analyzing the preliminary plans for the ADA improvements for the Borough Hall, the permitting process, and potential construction process including plans and specifications for the ADA improvements; and

WHEREAS, N.J.S.A. 40A:11-5, specifically exempts professional services from provisions of public bidding as provided in the Law Public Contracts Law; and

WHEREAS, such award of contract shall be made as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500.00, that document being entitled Certificate of Value; and

WHEREAS, the anticipated term of this contract is one year or less; and

WHEREAS, Becica Associates, LLC has completed and submitted a Business Entity Disclosure Certification to the Borough, prior to the adoption of this Resolution, which certifies that Becica Associates, LLC (including any individual with an ownership "interest" or control of more than 10% of its profits or assets or 10% of its stock, if a corporation, or any of its principals, partners, officers or directors of their spouses) has not made any reportable contributions to a political or candidate committee in the name of Lewis M. Schneider , James W. Zee III, Lynda Davis, Steven A. Schalick, Bruce Foster and Cynthia L. Nolan, members of the Borough of Elmer Council and/or Mayor Joseph Stemberger, it being understood that the contract will prohibit Becica Associates, LLC from making any reportable contributions, contrary to N.J.S.A. 19:44A-20.5, through the term of their contract with the municipality; and

WHEREAS, Becica Associates, LLC has submitted a New Jersey Business Registration Certificate prior to the adoption of this Resolution; and

WHEREAS, Becica Associates, LLC has completed and submitted to the Borough, the necessary documents in accordance with the New Jersey Local Unit "Pay to Play" Laws (N.J.S.A. 19:44A-20.5 et seq.); and

WHEREAS, the Borough Council deems it in the best interests of the Borough to award a Contract to Becica Associates, LLC to provide the services delineated in the proposal and wishes to provide its approval to the award of the contract; and

WHEREAS, the availability of funds has been certified by the Chief Financial Officer who shall make an appropriate entry into the Borough's encumbrance system pursuant to N.J.A.C. 5:30-5.1 et seq. prior to the award and issuance of a contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Elmer, County of Salem, State of New Jersey, that a Professional Services Contract be awarded and executed with Becica Associates, LLC to provide the aforementioned services identified in the proposal dated February 28, 2020, in the sum of \$54,800.00 which includes permitting process, and potential construction process including plans and specifications for the Borough Hall ADA Improvements Project;

BE IT FURTHER RESOLVED, that this appointment is made without public bidding as professional services under the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-5, because said appointment or engagement requires services performed by person or persons qualified to practice recognized professions;

BE IT FURTHER RESOLVED, that the Business Registration Certification, Business Entity Disclosure Certification, Determination of Value Certification, Political Contribution Disclosure Form and Stockholder Disclosure Certification referenced above be place on file with this resolution;

BE IT FURTHER RESOLVED, that the Mayor and Clerk of the Borough of Elmer are hereby authorized to execute the Contract and any and all related documents reflected in the proposal with Becica Associates, LLC, and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution;

BE IT FURTHER RESOLVED, that the compensation to be paid to Becica Associates, LLC shall be based on the proposal submitted by Becica Associates, LLC with the understanding that the total compensation for performance under the contract shall be \$54,800.00;

BE IT FURTHER RESOLVED, that a copy of this resolution shall be publicly advertised pursuant to N.J.S.A. 40A:11-5 et seq.

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF SALEM, STATE OF NEW JERSEY, AWARDING CONTRACT TO CRITERION LABORATORIES, INC. FOR THE ASBESTOS AND LEAD TESTING SERVICES RELATING TO THE ADA IMPROVEMENTS AT THE ELMER BOROUGH HALL

Number 52-20

WHEREAS, the Borough of Elmer is in need of asbestos and lead testing services during the ADA improvements at the Borough Hall; and

WHEREAS, the asbestos and lead testing services to be performed include sampling, testing and reporting on all asbestos and lead results at the Borough Hall; and

WHEREAS, the Borough Clerk solicited and obtained quotes and proposals for the required asbestos and lead testing services at Elmer Borough Hall for the ADA Improvements Project; and

WHEREAS, three (3) quotes/proposals were received from the following firms:

- | | |
|--|------------|
| 1. Criterion Laboratories, Inc. | \$3,953.00 |
| 2. Environmental Testing Services, LLC | \$4,349.00 |
| 3. TTI Environmental, LLC | \$4,915.00 |

WHEREAS, Criterion Laboratories, Inc. provided the lowest monetary responsive quote for a sum not to exceed \$3,953.00; and

WHEREAS, pursuant to correspondence dated April 23, 2020, Becica Associates, LLC recommended Criterion Laboratories, Inc. for the asbestos and lead testing services; and

WHEREAS, the Borough's Chief Financial Officer has certified that sufficient funds are available to award the Contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer that the Contract for the asbestos and lead testing services be and the same is hereby awarded to Criterion Laboratories, Inc. based upon its quote dated August 13, 2019 (confirmed by email on February 24, 2020), for a sum not to exceed \$3,953.00.

BE IT FURTHER RESOLVED that the Mayor and Clerk of the Borough of Elmer are hereby authorized and directed to execute the Contract for same.

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF SALEM, STATE OF NEW JERSEY, AWARDED CONTRACT TO RPM ENGINEERING, LLC FOR THE GEOTECHNICAL ENGINEERING SERVICES RELATING TO THE ADA IMPROVEMENTS AT THE ELMER BOROUGH HALL

Number 53-20

WHEREAS, the Borough of Elmer is in need of geotechnical engineering services during the ADA improvements at the Borough Hall; and

WHEREAS, the geotechnical engineering services to be performed include investigating the engineering characteristics of the soil underlying the proposed switchback ramp at the Borough Hall; and

WHEREAS, the Borough Clerk solicited and obtained quotes and proposals for the required geotechnical engineering services at Elmer Borough Hall for the ADA Improvements Project; and

WHEREAS, three (3) quotes/proposals were received from the following firms:

- | | |
|----------------------------|------------|
| 1. RPM Engineering, LLC | \$3,790.00 |
| 2. Earth Engineering, Inc. | \$5,475.00 |
| 3. Kleinfelder, Inc. | \$6,500.00 |

WHEREAS, RPM Engineering, LLC provided the lowest monetary responsive quote for a sum not to exceed \$3,790.00; and

WHEREAS, pursuant to correspondence dated May 8, 2020, Consulting Engineer Services recommended RPM Engineering, LLC for the geotechnical engineering services; and

WHEREAS, the Borough's Chief Financial Officer has certified that sufficient funds are available to award the Contract.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer that the Contract for the geotechnical engineering services be and the same is hereby awarded to RPM Engineering, LLC based upon its quote dated March 29, 2020 (revised May 7, 2020), for a sum not to exceed \$3,790.00.

BE IT FURTHER RESOLVED that the Mayor and Clerk of the Borough of Elmer are hereby authorized and directed to execute the Contract for same.

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF SALEM, STATE OF NEW JERSEY, APPROVING PAYMENT #1 FOR CONTRACT WITH ARAWAK PAVING COMPANY FOR THE RESURFACING OF STATE STREET SECTION 3

Number 54-20

WHEREAS, Mayor and Council of the Borough of Elmer determined that the resurfacing of State Street Section 3 was necessary; and

WHEREAS, consistent with the New Jersey Public Contracts Law, N.J.S.A. 40A:11-23, the Borough Clerk caused an advertisement for solicitation of bids for the resurfacing of State Street Section 3; and

WHEREAS, pursuant to Resolution Number 99-19 the Mayor and Council of the Borough of Elmer on December 11, 2019 approved and awarded the low bid submitted by Arawak Paving Company; and

WHEREAS, the Borough's Engineer via correspondence dated May 8, 2020, attached hereto, has recommended Payment #1 in the sum of \$108,502.62 (total earned amount \$110,716.96 less 2% retainage \$2,214.34); and

WHEREAS, based upon the Engineer's submission and recommendation, it is in the best interest of the residents of the Borough of Elmer that Payment #1 be approved by Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Elmer that Payment #1 in the sum of \$108,502.62, as recommended by the Borough Engineer, via correspondence dated May 8, 2020, is hereby approved and authorizes the payments related thereto.

ADOPTED at a regular meeting of the Mayor and Borough Council of the Borough of Elmer, County of Salem, State of New Jersey held on May 13, 2020.

Motion Davis second Foster to adopt Resolutions 50-20 and 54-20.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

3. 2020 Budget – the 2020 Budget Notice was read:

**RESOLUTION OF THE BOROUGH OF ELMER
ADOPTION OF THE 2020 BUDGET**

Number 55-20

(See page 49c in the Minute Book for the Introduced Budget)

Motion Zee second Nolan to open the public hearing for the 2020 Budget Adoption. All were in favor and motion carried. There being no comment, motion Davis second Zee to close the public hearing. All were in favor and motion carried. Motion Foster second Nolan to adopt Resolution 55-20.

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

DISCUSSIONS/MOTIONS:

1. **NJDOT Grant:** Council President Schneider discussed the next round of NJ Department of Transportation (NJDOT) grant applications due July 1 and recommended switching from road projects to new sidewalk installations. Council members were in favor of alternating between new sidewalks and streets projects for the NJDOT grants.

2. **Sidewalks:** Council members discussed the status of sidewalk code violation enforcement. Mayor Stemberger discussed issues with property maintenance compliance through the court system and recommended that the Finance Committee meet with the Housing Officer to determine a plan for sidewalk code enforcement.

REPORTS/BILL LIST:

Motion Foster second Nolan to receive and file the Tax/Water Collector and to receive, file and spread full upon the minutes the Treasurer's report (**see Page 49a**); all were in favor and motion carried.

Motion Davis second Nolan to pay all duly authorized bills and charge them to their respective accounts (**see Page 49b**).

Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

The Clerk mentioned the thank you letter received from the Masters Richards family that was overlooked at last month's meeting. Motion Davis second Nolan that the Clerk and Mayor's mail correspondence be received and filed. All were in favor and motion carried.

COMMITTEE REPORTS:

Finance/Celebration Public Events: Schalick reminded Council members that time sheets need to be filled out as required by law and also for auditing purposes.

Public Safety: No report.

Streets/Sidewalks/IT: Foster discussed the sump pump residue on Park Avenue and storm drain on State and Penn

Streets.

Borough Hall/Public Property: Foster will gather quotes for the automatic paper towel dispensers for the Borough Hall.

Water/Street Lights: Zee reported that the lights across from the Ballpark need to be checked.

Trash/Recycling/Parks & Playgrounds: Nolan reported that Waste Management is picking up bulk items now and the Salem County Improvement Authority convenience center is back open to the public on a limited schedule. The Toddlers Park damaged playground tube was approved for replacement by the insurance company but the company making the tube is closed due to Covid-19; the park remains closed. Foster noted that the trash can in park needs to be moved away from public access if it can't be emptied.

ONGOING PROJECTS: No reports.

ADJOURNMENT: At 8:28 pm motion Foster second Davis that the meeting be adjourned. All were in favor and motion carried.

May 13, 2020

Approved: June 10, 2020

Sarah D. Walker, Borough Clerk