

**Borough of Elmer Minutes****August 12, 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:** Invocation was given by Mayor Stemberger followed by the pledge of allegiance. Mayor Stemberger noted that adequate notice of the meeting was provided on August 6, 2020 pursuant to the Open Public Meetings Act.

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

**APPROVAL OF MINUTES:** Motion Zee second Foster to approve the minutes from the Regular Council Meetings held on July 8, 2020 and to dispense with the reading of the minutes.

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

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

Mr. Edward Sorenson, 26 Church St, shared his concerns about the flooding on his property due to the recent storms whereby the lake level rose 2 feet and flooded many lakefront properties. Members discussed the flooding and how procedures have changed since the dam was repaired. The Mayor noted that the lake is under the jurisdiction of the State and the lake levels are no longer able to be controlled locally. The Mayor and Council agreed to contact the State DEP Fish and Wildlife to share concerns about the flooding.

During the public session, at 7:47 pm, Council Member Schalick joined the meeting.

Motion Nolan second Zee to close the public portion of the meeting. All were in favor and motion carried.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. **Ordinances:** None.

2. **Resolutions:** 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, AMENDING RESOLUTION NO. 64-20 TO INCLUDE THE BOROUGH ENGINEERS FEES FOR THE 2ND, 3RD, AND OAK STREETS RESURFACING PROJECT  
Number 67-20**

**WHEREAS**, on July 8, 2020, the Mayor and Council of the Borough of Elmer adopted Resolution No. 64-20 which approved the plans and specifications relating to the resurfacing of 2nd, 3rd, and Oak Streets, and authorized the advertisement and receipt of bids for said project; and

**WHEREAS**, the Borough's Engineer, Consulting Engineer Services ("CES"), via correspondence dated March 9, 2020, attached hereto, has submitted a proposal for professional surveying, engineering and construction services relating to the resurfacing of 2nd, 3rd, and Oak Streets, for a total estimated sum not to exceed \$46,800.00

**WHEREAS**, it is in the best interest of the residents of the Borough of Elmer to authorize and approve CES's proposal for professional surveying, engineering and construction services dated March 9, 2020.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Elmer that Resolution No. 64-20 be amended to include Consulting Engineer Services proposal dated March 9, 2020, and approve their estimated fee for a sum not to exceed \$46,800.00.

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

**Number 68-20**

**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 \$356.00 be distributed and paid as follows:

Amount: \$356.00    To: Holston, MacDonald, Uzdavinis, & Myles    For: Minor Subdivision Review

**BE IT FURTHER RESOLVED** that the Escrow Fund Deposit made pursuant to Article IV, Section 2.30 of the Land Development Ordinance by applicant Raymond & Sandra Hitchner for a Minor Subdivision/Lot Line Adjustment & Bulk Variance Review for 117 and 119 Elmer St (Block 24 Lots 14 & 15) in the amount of \$832.50 be distributed and paid as follows:

Amount: \$832.50    To: Holston, MacDonald, Uzdavinis, & Myles    For: Minor Subdivision Review

**BOROUGH OF ELMER COUNTY OF SALEM RESOLUTION AUTHORIZING THE STATE  
CONTRACT PURCHASE OF BODY CAMERAS AND SOFTWARE FROM WATCH GUARD FOR THE  
POLICE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$4,465.00**

**Number 69-20**

**WHEREAS**, the Borough of Elmer wishes to purchase two (2) Vista HD Body Cameras and Software from an authorized vendor under the State of New Jersey Cooperative Purchasing program for use by the Elmer Borough Police Department; and

**WHEREAS**, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, **N.J.S.A. 40A:11-12**; and

**WHEREAS**, Watch Guard has been awarded New Jersey State Contract No. 17-Fleet-00793 for 4RE and VISTA HD products, installation, and software;

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

1. Watch Guard, 415 E. Exchange Parkway, Allen, TX, 75002, is hereby awarded a contract in an amount not to exceed \$4,465.00 for 4RE and VISTA HD equipment (quote attached).
2. A Certification of Funds has been received for said contract assuring that there is a sufficient appropriation to award this contract.
3. The Chief of the Police Department is hereby authorized to effectuate the purchase.

**BOROUGH OF ELMER, COUNTY OF SALEM  
RESOLUTION TO APPOINT CHRISTINA DIGNEO ZONING & HOUSING ASSISTANT**

**Number 70-20**

**BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Elmer Christina Digneo be appointed Zoning & Housing Assistant for the Borough of Elmer effective January 1, 2020 through December 31, 2020 for a salary of \$5,500.

Motion Davis second Zee to adopt Resolutions 67-20 through 70-20.

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

**DISCUSSIONS/MOTIONS:**

1. **Resignation Police Officer Custis:** Motion Davis second Foster to receive with regret the resignation of Police Office Jacob Custis. All were in favor and motion carried.

**REPORTS/BILL LIST:**

Motion Foster second Nolan to receive and file the Tax/Water Collector’s report and to receive, file and spread full upon the minutes the Treasurer’s report (**see Page 63a**); all were in favor and motion carried.

Motion Davis second Zee to pay all duly authorized bills and charge them to their respective accounts (**see Page 63b**). Roll Call: Ayes: Schneider, Davis, Foster, Nolan, Schalick, Zee; Nays: None. Absent: None. Motion carried.

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:** No report from Schalick. The Mayor and Council Member Nolan confirmed that the Greater Elmer Area Historical Society canceled Harvest Day, and the Library canceled the 5K run for 2020 due to Covid concerns.

**Public Safety:** Schneider provided an update on the preliminary estimates for renovating the Veteran’s Memorial and Council Members discussed options for reducing costs.

**Streets/Sidewalks/IT:** Foster noted that all storm drains have been labeled and new sidewalks were installed by an owner on South Main St.

**Borough Hall/Public Property:** Davis reported that the air conditioner needs to be replaced in the Council Room and Foster noted that first floor bathroom threshold on the new floor needs to be repaired. The Clerk will contact Ace Elevator regarding the broken button.

**Water/Street Lights:** Zee reported on the water remediation water testing status and confirmed testing is on schedule. Zee also presented the quotes and options for replacing computers for the police department and administrators (Clerk, CFO, and Tax Collector). The following resolution was read by title:

**BOROUGH OF ELMER COUNTY OF SALEM RESOLUTION AUTHORIZING STATE CONTRACT WITH COMPUTER SYSTEMS AND METHODS (CSM) FOR COMPUTER EQUIPMENT**

**Number 71-20**

**WHEREAS**, the Borough of Elmer wishes to purchase four (4) computers from an authorized vendor under the State of New Jersey Cooperative Purchasing program; and

**WHEREAS**, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, **N.J.S.A.** 40A:11-12; and

**WHEREAS**, Computer Systems and Methods (CSM) has been awarded New Jersey Contract NJ-40121 for Lenovo products;

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

1. Computer Systems and Methods, 111 Wood Ave South 6<sup>th</sup> Floor., Iselin, New Jersey, 08830, is hereby awarded a contract in an amount not to exceed \$8,543.96.00 for Lenovo computer equipment (quote attached).

2. A Certification of Funds has been received for said contract assuring that there is a sufficient appropriation to award this contract.
3. The Mayor and Clerk are hereby authorized to execute the Contract with Computer Systems and Methods.

Motion Davis second Zee to adopt Resolution 71-20.

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

**Trash/Recycling/Parks & Playgrounds:** Nolan reported that there have been no trash complaints and recycling has begun at the ballpark. The playground tube is in and will be installed by David Zeck. The fence guard will be ordered by Schalick.

The Mayor discussed the September Council meeting and recommended returning to being open to the public and meeting in person.

**ADJOURNMENT:** At 8:40 pm motion Zee second Davis that the meeting be adjourned. All were in favor and motion carried.

August 12, 2020

Approved: September 9, 2020

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Sarah D. Walker, Borough Clerk