

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

Pursuant to the Open Public Meetings Act adequate notice of this meeting was sent to the Official Newspaper and was posted on the City Bulletin Board in accordance with Public Law 75, Chapter 231.

Meeting was called to order by Mayor Teasenfitz at approximately 7:00 pm. The flag salute and a moment of silence were observed.

Roll call: Present: Barbetto-yes; Haeser-yes; Cunningham-absent; Givens-yes; Teasenfitz-yes
City Solicitor, Alfred Scerni was also present.

Motions: Haeser/Givens to open meeting to public comment, voice vote with all in favor.

PUBLIC COMMENT

Joe Venezia questioned any tax increase the City may be considering for the 2014 budget and asked if Council was planning on having a budget workshop meeting. He addressed the City Clerk to state he had a City Ordinance Book with him as well as keys to return to her tonight. Venezia questioned where the City's bill lists were stored and asked why he had not been supplied the copies he had requested covering the past seven years. He stated he would be submitting an OPRA request for these records.

Cathy Cornew commented on the availability of the bill list to the public prior to Councils review and approval. She stated she is not in favor of this due to the fact that it would cause confusion to the public and lack of understanding before it had been reviewed and discussed by Council.

Al Sorg shared his concerns with the unfinished soccer fields and availability of funds to complete work on them so they can be used. He stated the grant funding received by the City towards the creation of the soccer fields has been depleted and there isn't any appropriated funds for continued maintenance. He stated the City funds designated towards WACYL had been donated back to the City for field maintenance and wanted to know if they had been used for this purpose.

Teasenfitz responded to Mr. Sorg by stating the City needs to receive accurate quotes for the continuation of work on the fields as well as other areas within the budget where monies will need to be appropriated. He stated he plans on having a preliminary plan in place by April.

Sorg told Council he has been negatively affected by this project because it has depreciated the value of his property. He stated he had been given an estimated amount of \$17,000. For continued work on the field, source not revealed.

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

Motions: Haeser / Barbetto to close public comment, voice vote with all in favor.

ENGINEER'S REPORT

Mike Fralinger reviewed the final architectural drawings for the ADA upgrades to City Hall for Council's final approval. He stated he would like an award of contract to be approved by the end of March. The desk area in the Tax Office was addressed and may need to be repositioned to allow walk through traffic to the Clerk's Office. Other topics discussed were NJDOT Trust Fund Application for FY2012 Municipal Funding Second Avenue Project and the completion of same. Fralinger had submitted Honest John Rd. for the 2014 funding consideration based on City Council's direction.

The complete Engineer Report is on file in the City Clerk's Office.

Motions: Haeser / Givens to approve the Engineer's Report as submitted

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

ORDINANCE INTRODUCTION

**01-2014 An Ordinance Amending the Estell Manor Code Section 2-22,
Administrative Fees**

This Ordinance was introduced for first reading and voted on by Council for the purpose of amending certain City Administrative Fees.

Motions: Haeser / Barbetto

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

Introduction passed.

RESOLUTIONS

**31-2014 A Resolution Authorizing the Acting Clerk to Register for Review Classes
Through Rutgers to Prepare for the State Exam**

Motions: Haeser / Givens to approve Resolution #31-2014

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

**32-2014 A Resolution Approving the Renewal of a Gravel Pit License to Estell Manor
Sand and Gravel, Inc. / R.E. Pierson Construction Company**

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

Motions: Haeser / Givens to approve Resolution #32-2014

Barbetto questioned the opening left by R.E. Pierson Construction Company between the City gravel pit and their gravel pit. He stated Pierson conducted soil sampling within the City gravel pit and opened a section of the property to access the pit.

Scerni questioned if the opening in question was reviewed by the City Engineer. He suggested remediation should take place with the parties involved to remedy the matter.

Motions: Haeser / Givens amended the original motion to state a permit not be issued to R.E. Pierson Construction Co. until some resolution has been made regarding the open access to City property. The City Engineer, CME Associates will be contacted to follow-up on the matter.

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

33-2014 A Resolution Calling Upon the NJ Legislature to Promote Equality and True Transparency in Government by Amending Provisions of the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. so as to Remove the Exemptions That Apply to Members of the New Jersey Legislature

Motions: Haeser / Barbetto to approve Resolution #33-2014

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

35-2014 A Resolution to Transfer Funds from Garbage and Trash Collection to Legal O & E in the Amount of \$2,500.00

Motions: Haeser / Givens to approve Resolution # 35-2014

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

BILL LIST

A bill list was provided to Mayor and Council by the City's CFO for the consideration of payment of bills. Items of discussion included Cargill Inc. and Siegel Security. An extra salt delivery was made by Cargill Inc. to accommodate the additional winter storms this year and road salting. Siegle Security bill was for annual burglar and fire testing and monitoring.

Motions: Haeser / Givens to approve the bill list for the amount of \$213,116.41

Roll Call: Barbetto-yes, with the exception of line item #30 (Ruderman & Glickman, legal fees); Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

MEETING MINUTES

Meeting minutes for April 30, 2013 and December 18, 2013 were submitted by the Acting Clerk for Councils review and consideration of approval.

Motions: Haeser / Barbetto to accept the meeting minutes as listed, voice vote with all in favor. Teasenfitz and Givens abstained from voting on minutes.

DEPARTMENT REPORTS

Department reports were submitted for consideration and approval from the following departments for January 2014; City Clerk, Public Works, Tax Collector and Court Clerk for December 2013.

Motions: Barbetto / Haeser to accept the department reports as listed, voice vote with all in favor.

NEW BUSINESS

The US Postal service requested to use City Hall for a public meeting to inform the public of potential changes to be made to the hours of operation for the Estell Manor Post Office. Only customers serviced within the 08319 zip code would be receiving letters with the information about the meeting. Anyone living in Estell Manor with other zip codes would need to be informed separately. Council discussed the matter of sending post cards to those residents outside the 08319 delivery zip code area for your information also.

Motions: Haeser / Barbetto to approve the City to send out a post card with the information regarding the meeting, Barbetto would elaborate on the wording to be included on the post card. Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

A proposal and sample logo was supplied to Council for City stationary and matching envelopes from Happle Printing. The amount for 1,000 sheets of stationary and matching envelopes was \$366.01.

Motions: Barbetto / Haeser to approve the purchase of new City stationary and envelopes for the amount of \$366.01 from Happle Printing. Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

A proposal was submitted from Pure Aire Duct Cleaning Services for additional duct cleaning for the remainder of City Hall not to include the kitchen exhaust systems or bathroom exhaust fans. The amount of the proposal was \$1,160.00. Teasenfitz stated this company was found by a response for emergency services for the court room duct work system that needed emergency treatment. He stated they were the only company that responded to a request for services.

Motions: Barbetto / Givens to approve Pure Aire to perform the additional duct work cleaning service for the amount of \$1,160.00

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

Correspondence was received from the JIF addressing insurance premiums and deductible amounts. Last year the City chose the \$2,500. Deductible for a premium of \$776.00 and Barbetto stated he thinks the City should continue this amount. He also stated the deductible amount was reduced from \$75,000. to \$2,500. with the added premium rate. This offer is contingent on the fact that this is acceptable along with the submittal of the risk management plan.

Motions: Haeser / Barbetto to approve the selection of the \$2,500.00 deductible for an added premium of \$776.00 a year.

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

Teasenfitz presented an update on the winter snow storms to date. He stated emergency management and public works were communicating and preparing a plan of action for the pending storms. He reported that additional drivers were available to assist and an early start of road treatment was a plan in place. City Hall was open for business as usual with the exception of the Wednesday evening hours for the affected Wednesday which were cancelled due to safety issues. City Hall had limited equipment and manpower to keep up with the continued storms and Teasenfitz asked residents to be patient as the City tried to keep abreast of the storms and road conditions. He assured the public that public works has prepared for the winter weather and has sufficient supplies.

Councilman Haeser publicly thanked Jeff Cornew for his work and dedication as the City's Emergency Management Coordinator.

Teasenfitz reviewed the Atlantic County Park expansion project following a meeting he recently attended hosted by the County at the Risley Mansion on Route 50. He updated the public on the anticipated plans the County has for a renovation of the building as well as how it will affect access to the Atlantic County Park. Plans are to include a Veteran's Museum and classrooms upstairs.

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

Barbetto added he heard a brief report on the NBC nightly news explaining the future of the building as a museum and stated people can bring their historical artifacts to be put on display.

The current hours of operation of City Hall were discussed by Mayor and Council for consideration of modifying. They would like to re-open on Mondays to better accommodate the public.

Haeser suggested City hall hours as Monday through Thursday; 9 to 3:30 PM, Wednesday 6 to 8 PM and Friday 9-1 PM. He stated he had discussed these proposed hours with the employees and other members of Council and all seemed to be agreeable. He also stated he would like to revisit the matter after three months of the effective date to find out any feedback from both employees and the public to see how it is working. A brief discussion ensued before Council decided to vote on the change.

Motions: Haeser / Barbetto to approve changing the hours of operation for City Hall as the following; Monday, Tuesday, Wednesday and Thursday 9 am to 3:30 pm, Wednesday evening 6 pm to 8 pm and Friday 9 am to 1 pm. Effective start date is set for March 3, 2014

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

A community notification system is being considered by Council to provide telephone messages to the residents of Estell Manor. These messages would be for emergencies and special announcements only. Haeser explained to the public how this service would affect the entire Estell Manor community. He also state additional alerts could be received by other devices such as cell phones and computers, individuals could sign up for this on an individual basis. Haeser shared with both Council and the public that City employee, Linda Kent researched this topic extensively and provided a spreadsheet of the service providers and fees for this type of service for comparison. It was determined that the service company, Swiftreach was the most affordable and adequate service for the City of Estell Manor.

Barbetto stated residents outside the 08319 area code would need to be inputted in the system manually in order for them to receive the messages. He also explained to Council that he had contacted the Weymouth Township City Clerk who also uses this service and they were very satisfied with the service thus far.

Teasenfitz stated the Atlantic County Emergency Management Office had recently implemented a County notification system called CodeRed and it is available to the Estell Manor community but on a very limited basis. It would not allow for all emergency notifications or non-emergency announcements.

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

Motions: Haeser / Givens to approve the community notification service provider, SWIFTREACH to provide community notification services to the City of Estell manor for an amount of \$845.00 per year.

Roll Call: Barbetto-yes; Cunningham-absent; Givens-yes; Haeser-yes; Teasenfitz-yes

PUBLIC COMMENT

Motions: Haeser / Givens to open meeting for public comment, with a voice vote of all in favor.

Al Sorg asked Council if they would be agreeable with moving forward with the completion of the new athletic fields.

Barbetto stated he is pro athletic and in favor of providing recreational opportunities for the youth.

Larry Hughes commented on the poor condition of Tuckahoe Road and inquired if Council had any information on the road conditions improving.

Mr. Merrill of Ninth Avenue questioned if there were any intentions of South Jersey Gas Company installing natural gas lines anywhere in Estell Manor.

Teasenfitz stated there were no proposed areas in Estell Manor.

Judy Cassagrande thanked Council for approving the new community notification system to serve the residents of Estell Manor.

Joseph Venezia stated the County roads in Estell Manor are in very dire condition and that it took a long time for them to get that way. He also commented on the new proposed and approved hours of operation for City Hall and it is in his opinion they should be less and that there is only one evening a week which City Hall is open. Mr. Venezia commented on the financial amount accrued by the City to maintain the soccer fields and feels they are extreme. He suggested the City's Personnel Policy should include an allowance for flextime as opposed to overtime or time and a half.

Cathy Cornew stated she disagrees with Mr. Venezia on the hours which City Hall should be open to the public.

Judy Cassagrande agreed with Ms. Cornew in regards to City Hall hours and is thankful that it does not close during lunch hour.

Motions: Haeser / Givens to close public comment with a voice vote and all in favor.

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
FEBRUARY 12, 2014**

RESOLUTIONS

34-2014 A Resolution Authorizing Executive/Closed Session of the City Council of Estell Manor, Pursuant to N.J.S.A. 10:4-12 to Discuss Matters Relating to Pending Litigation

Motions: Haeser / Givens to approve Resolution#34-2014, a voice vote was made with all in favor.

Motions: Haeser /Givens to close executive session and open the meeting to the public, a voice vote was made with all in favor.

City Solicitor, Alfred Scerni summarized executive/closed session discussion for the public as a report was received by special council, Little Rau of the Law Firm, Rudderman and Glickman informing Council of the status of pending litigation between Brian Johnson and the City of Estell Manor. No decisions were made by Council at this time and even though it is difficult to determine when a final conclusion in this matter will be made, the information will be made public within the next 90 to 120 days.

Motions: Haeser / Givens to adjourn meeting at approximately 9:00 am, a voice vote was made with all in favor.

Respectfully submitted,

Accepted:

Fern A. Brown, Acting Clerk

Mayor, Stephen Teasenfitz