

**CITY OF ESTELL MANOR  
CITY COUNCIL MEETING MINUTES  
NOVEMBER 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-yes; Givens-yes; Teasenfitz-yes

A brief recess was called by Haeser / Givens to allow the City Solicitor to arrive at the meeting.

Mayor Teasenfitz publicly recognized newly elected Councilman Lawrence Hughes and welcomed him to tonight's meeting.

**PUBLIC COMMENT**

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

Creed Pogue commented on the recent Historic Preservation Commission meeting held on November 10, 2014 and the topics of discussion at that meeting. He questioned the status of the City's current recodification and the allowable time frame to address specific areas of the City's code book regarding the Historic Preservation Commission Code.

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

**ENGINEERS REPORT**

Mike Fralinger of Fralinger Engineering was present to review the Engineer's report with Mayor and Council. He stated that he had not heard anything in regards to the 2015 DOT transportation trust fund results since the application has been filed. Fralinger stated he anticipates a May 2015 reporting time.

Teasenfitz asked if Fralinger had heard any information regarding the State's Transportation Trust Fund and elimination of funds.

**RESOLUTIONS**

**86-2014**                      A Resolution Authorizing the Cancellation of Tax Overpayments

*Motions: Givens / Barbetto to accept Resolution # 86-2014*

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Terrence Graff, the City's Tax Collector was present to explain any questions Council had regarding this resolution. The property was previously privately owned and now has been sold to the State of New Jersey and is tax exempt, therefore the preliminary tax need to be cancelled to be removed from the tax records.

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

**87-2014** Chapter 159 Resolution-Budget Insertion-NJ Clean Communities Grant

*Motions: Haeser / Cunningham to accept Resolution # 87-2014*

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

**88-2014** Budget Transfer Resolution

*Motions: Haeser / Barbetto to accept Resolution # 88-2014*

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

**84-2014** A Resolution Authorizing Executive/Closed Session Meeting of City Council of the City of Estell Manor, Pursuant to N.J.S.A. 10:4-12 to Discuss Matters Relating to Contract Negotiations/ Attorney Client Privilege and Matters Relating to Real Estate

This resolution was held until a later time during the meeting.

**BILL LIST**

*Motions: Haeser / Givens to accept the bill list in the amount of \$274,856.*

A discussion ensued regarding certain items on the bill list. Line item #511 for Laury Heating in the amount of \$250.00 for a service call was discussed. It was decided to deduct this amount from the bill list because problems with the heating system in City Hall are still occurring and the vendor needs to return to rectify the problems before they are paid.

The check for Eastern Surplus for the new military truck was requested to be held until the truck has been delivered.

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An amended amount of \$273,856.29 was presented for payment by Haeser / Givens  
*Roll Call: Barbetto-yes; Cunningham-yes; Givens-yes; Haeser-yes; Teasenfitz-yes*

**DEPARTMENT REPORTS**

Department reports were submitted from the following departments for the month of October 2014; City Clerk, Public Works, Tax Collector and Zoning Officer and reports were submitted from the Municipal Court for September and October 2014.

*Motions: Haeser / Barbetto to approve the department reports as listed; voice vote taken with all in favor.*

A discussion ensued regarding the Public Works Department and previous authorization in August to allow for some seasonal help to trim brush and trees. Other matters addressed were vehicle maintenance and street signs.

*Motions: Haeser / Cunningham to approve \$1,100.00 for the purchase of supplies for vehicle maintenance and street signs.*

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

Other comments made regarding the supply of road salt and an anticipated delivery.

**OLD BUSINESS**

**Soccer Fields:** Winterization of the field irrigation system was addressed and stated this would need to be scheduled if it has not already been done.

Haeser stated WACYL would like to have a gazebo placed near the soccer fields at WACYL's expense. Additional information would need to be gathered regarding the gazebo and insurance coverage and maintenance. Haeser will follow up at a later date.

**Holiday Event:** The special events committee met on November 11, 2014 to discuss upcoming events to be hosted by the City in collaboration with the Estell Manor School. A craft bazaar will be located at the school during which time the HAS will be offering family pictures and the Historical Society will organize a Chinese Auction. Haeser stated they have approximately 15 tables reserved at this time.

Additionally, a tree lighting ceremony has been scheduled for December 6, 2014 @4:30 pm at City Hall. Santa Claus will be making an appearance and caroling will take place.

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**Senior Social:** The November date set for the senior social needed to be cancelled due a conflict in schedules. A new date has been set for December 9, 2014 from 2:00 to 3:00 pm.

A discussion ensued regarding the need to purchase some additional holiday lights to decorate City Hall.

*Motions: Barbetto / Givens to approve the purchase of some additional lights not to exceed \$300.00*

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

**Dumpster Day/Clean Communities:** It was determined that two to three more dumpsters would be needed to collect the remaining trash leftover from what was dropped off on dumpster day. This included boasts and miscellaneous furniture.

Due to inclement weather the original date set for clean communities was delayed. Some groups are still finishing their clean-up efforts and once they have finished an amount to be distributed to each group will be determined minus the tire collection fees and clean-up supplies.

**NEW BUSINESS**

**JIF Insurance Coverage for Volunteers:** The City was advised by their risk management consultant that additional insurance should be in place to cover volunteers helping with any City sponsored events. The additional coverage will cost \$350.00 a year and should be in place before any upcoming scheduled events take place.

*Motions: Givens / Barbetto to approve the additional insurance coverage for volunteers in the amount of \$350.00 per year.*

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

**RFP Proposals for 2015:** The Mayor asked Council if they felt it was necessary to schedule any interviews prior to the appointments of professionals for 2015. He asked that they let him know their thoughts on this before a final determination has been made.

**Pinelands Municipal Council:** Councilman Barbetto stated the City of Estell Manor will be hosting the next PMC meeting on November 25 @7:00 pm at City Hall. This meeting is open to the public and encourages everyone to attend. Topics of discussion will include the City's Landfill and other landfills and the closure process. He stated the host generally provides some refreshments and would like to request Council approve the purchase of some refreshments for this meeting.

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*Motions: Givens / Cunningham to approve \$200.00 for the purchase of refreshments for the PMC meeting being held at Estell Manor City Hall on November 25, 2014.*

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

**PUBLIC COMMENT**

*Motions: Haeser / Barbetto to approve public comment. Voice vote taken, with all in favor.*

Diane Pogue asked if further consideration has been made regarding a bathroom being added onto the back of City Hall for the soccer fields. She also asked if hunting was permitted in the village.

*Motions: Haeser / Cunningham to close public comment. Voice vote taken with all in favor.*

*Motions: Haeser / Givens to approve Resolution#89-2014 for executive session to discuss matters relating to real estate. Voice vote taken, with all in favor.*

Teasenfitz stated newly elected Councilman Larry Hughes was invited to stay in executive session as confirmed by Solicitor Scerni.

*Motions: Barbetto / Haeser to close executive session and enter into public meeting. Voice vote taken, with all in favor.*

Scerni summarized discussions which ensued during the executive session meeting of the Governing Body for the general public. He stated an OPRA violation had been filed with the GRC involving the City of Estell Manor and the Deputy Clerk, Fern Brown as the custodian of the City's records. A telephonic mediation had been scheduled involving all parties and a representative of the GRC. An opinion had been given by the GRC representative and now Scerni needs Councils direction to report back to the GRC mediator. No decision has been made at this time and a final decision and action will be made available at a later date. This information is anticipated to be made available within the next 30 to 60 days.

In regards to other real estate matters the requested information regarding a land acquisition program with the State of New Jersey has been forwarded to the Green Acres Program for their review and further consideration.

*Motions: Haeser / Givens to adjourn meeting at approximately 8:55 pm. A voice vote was taken, with all in favor.*

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Respectfully submitted:

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Fern A. Brown, Deputy Clerk

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Mayor, Stephen Teasenfitz