

Borough of Elmer Minutes**August 11, 2021**

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

FLAG SALUTE AND INVOCATION: The pledge of allegiance was given by Mayor Stemberger followed by the invocation. Mayor Stemberger noted that adequate notice of the meeting was provided on January 14, 2021 pursuant to the Open Public Meetings Act.

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

APPROVAL OF MINUTES: Motion Davis second Foster to approve the minutes from the Regular Council Meeting held on July 14, 2021, and to dispense with the reading of the minutes.
Roll Call: Ayes: Schneider, Davis, Foster, Schalick; Nays: None; Abstain: Zee; Absent: Nolan. Motion carried.

PUBLIC SESSION: Motion Zee second Foster to open the public portion of the meeting. All were in favor and the motion carried. There being no members of the public present, motion Davis second Foster to close the public portion of the meeting. All were in favor and motion carried.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Ordinances: The following Ordinances were read by title:

ORDINANCE 2021-9 AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, SALEM COUNTY, STATE OF NEW JERSEY, AMENDING CHAPTER 25 ENTITLED "LAND DEVELOPMENT REGULATIONS" OF THE CODE OF THE BOROUGH OF ELMER

Motion Schneider second by Foster to approve the introduction of Ordinance 2021-9. Council Members discussed details of the ordinance and recommended changes for next month. No action was taken.

ORDINANCE 2021-10 AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, SALEM COUNTY, STATE OF NEW JERSEY, CREATING NEW CHAPTER 8 ENTITLED "TRAILERS AND PORTABLE STORAGE CONTAINERS" OF THE CODE OF THE BOROUGH OF ELMER

No action was taken.

2. Resolutions: The following resolutions were read by title:

**BOROUGH OF ELMER COUNTY OF SALEM
RESOLUTION CANCELLING OUTSTANDING CHECK**

Number 67-21

WHEREAS, the Borough of Elmer has issued the following check to the party and in the amount listed:

WATER UTILITY FUND:

<u>DATE</u>	<u>NUMBER</u>	<u>NAME</u>	<u>AMOUNT</u>
06/09/21	7404	Universal Instrument Service	\$822.29

WHEREAS, this check not been received by the party to whom it was issued and has, therefore, been determined to be lost;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Elmer, assembled in public session this 11th (eleventh) day of August, 2021, that the Chief Financial Officer of the

Borough of Elmer be and she is hereby authorized and directed to cancel the aforementioned check and the funds represented thereby are to be credited to the water utility fund and the check reissued if deemed appropriate.

**RESOLUTION OF THE BOROUGH OF ELMER, COUNTY OF SALEM
AUTHORIZING LAND USE BOARD ESCROW FUND PAYMENTS
(Frio, Jersey Top Quality Construction)**

Number 68-21

BE IT FURTHER RESOLVED that the Escrow Fund Deposit made pursuant to Article IV, Section 2.30 of the Land Development Ordinance by applicant William and Shelly Frio for Bulk Variance review for 419 Broad St (Block 21 Lots 49 & 50.02) in the amount of \$276.08 be distributed and paid as follows:

Amount: \$276.08 To: Jefferis Engineering Associates For: Bulk Variance Review

BE IT FURTHER RESOLVED that the Escrow Fund Deposit made pursuant to Article IV, Section 2.30 of the Land Development Ordinance by Jersey Top Quality Construction for Construction Inspection Services for 90 Salem St. (Block 32 Lot 18) in the amount of \$1,028.50 be distributed and paid as follows:

Amount: \$1,028.50 To: Consulting Engineering Services LLC For: Construction Inspection

**BOROUGH OF ELMER COUNTY OF SALEM
RESOLUTION AUTHORIZING EXTENSION
OF GRACE PERIOD FOR TAXES DUE AUGUST 1, 2021**

Number 69-21

WHEREAS, the Borough of Elmer did not mail out the 2021/2022 Tax Bills until July 26, 2021; and

WHEREAS, the Borough of Elmer desires to extend the grace period on taxes due August 1, 2021 to August 24, 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Tax Collector is hereby authorized and directed to extend the grace period on taxes due August 1, 2021 to August 24, 2021.

Motion Zee second Foster to adopt Resolutions 67-21 to 69-21.

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

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ELMER, COUNTY OF
SALEM, STATE OF NEW JERSEY, AWARDED CONTRACT TO ARAWAK PAVING CO.
FOR THE RESURFACING OF 2ND, 3RD, AND OAK STREETS**

Number 70-21

WHEREAS, the Borough Council authorized advertisement and solicitation of Requests for Proposals ("Proposals") for the resurfacing of 2nd, 3rd, and Oak Streets, and

WHEREAS, Proposals were received and opened on August 4, 2021, at 10:00 a.m.; and

WHEREAS, five (5) proposals were received from the following entities:

1. Arawak Paving Co.
2. South State, Inc.
3. Paving Plus LLC
4. Think Pavers
5. Charles Marandino LLC

WHEREAS, the Borough Council has reviewed the recommendations made by the Borough's Engineer, Consulting Engineer Services, via correspondence dated August 9, 2021, (attached) on said bids; and

WHEREAS, Arawak Paving Co., Inc. submitted the lowest bid in the sum of \$199,400.00 for Base Bid and Alternate Bid No. 1; and

WHEREAS, the bid submitted by Arawak Paving Co., Inc. is the lowest monetary responsive bid; and

WHEREAS, the Borough's Engineer has determined that the bid is in conformance with the Bid Specifications, and recommends the award of the Contract to Arawak Paving Co., Inc.; 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 resurfacing of 2nd, 3rd, and Oak Streets, be and the same is hereby awarded to Arawak Paving Co., Inc. on its bid in the sum of \$199,400.00 for the Base Bid and Alternate Bid No. 1, subject to the conditions set forth below.

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.

BE IT FURTHER RESOLVED that the Contract award is contingent upon NJDOT approval.

BE IT FURTHER RESOLVED that the certified checks or bid bonds of the successful bidder and next lowest bidder are to be returned upon the receipt of fully executed Contract and other required documents by the lowest bidder, Arawak Paving Co., Inc.

Motion Davis second Foster to adopt Resolution 70-21.

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

DISCUSSIONS/MOTIONS

1. American Rescue Plan (ARP) Funds: Council provided guidance to the CFO for the allocation of the ARP funds for the Water Department meter replacement project. No formal action was taken.

2. Borough Hall Use by Center for Family Services Job Club: No action was taken to approve the use due to the lack of a required certificate of insurance.

3. Approve 50/50 Raffle GEAHS Harvest Day, Oct. 2, 2021 11 am–4 pm: Motion Davis second Zee to approve the GEAHS raffle. All were in favor and motion carried.

4. Approve On-Premises Merchandise Raffle for Breast Cancer Ticket Auction, Elmer Hospital, Oct. 29, 2021 2:30 pm: Motion Davis second Zee to approve the Inspira Foundation raffle. All were in favor and motion carried.

REPORTS/BILL LIST:

Motion Foster second Zee 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 64a**); 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 64b**).

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

Motion Davis second Zee that the Clerk and Mayor's correspondence be received and filed. All were in favor and motion carried.

COMMITTEE REPORTS:

Finance/Celebration Public Events: Schalick discussed Harvest Day reimbursements.

Public Safety: Schneider provided the police report.

Streets/Sidewalks: Foster noted that he represented the Borough at the Salem County Fair at the County Stormwater booth.

Borough Hall/Public Property: Council members reviewed the color options for the new ramp canopy for the ADA project and chose forest green.

Water/Street Lights/IT: Zee provided the water report including the results of the required lead sampling, updated Council on meetings regarding the American Legion Ambulance service, and reported on the progress of the activities to control the feral cat population.

Trash/Recycling/Parks & Playgrounds: No report.

ONGOING PROJECTS:

Green Acres Park: Schneider mentioned that he will be getting a price from the Borough Engineer CES on building a pickleball court at the new park.

ADJOURNMENT: At 9:25 pm, motion Schalick second Foster that the meeting be adjourned. All were in favor and motion carried.

August 11, 2021

Sarah D. Walker, Borough Clerk

Approved: September 8, 2021