

**CITY OF ESTELL MANOR
CITY COUNCIL MEETING MINUTES
OCTOBER 5, 2011**

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 and website. Mayor Venezia called the meeting to order at approximately 7:30 pm.

Roll call: Present: Barbetto, Haeser, Teasenfitz, Wiker and Venezia
Solicitor Scerni was also in attendance.

ENGINEER'S REPORT

Mayor commented on the excessive amount of rainfall this past Summer and Fall accumulated in Estell Manor and vicinity. He stated this may have caused some of the drainage issues with the soccer fields.

Chuck Fralinger reviewed with Council his report and addressed several areas of concern in regards to the soccer fields. He states himself and the contractor had completed a walkthrough of the complex on October 17 and initiated a punch list of items which needed to be fixed or updated.

Councilman Barbetto questioned whether or not the retention basin was working properly. Fralinger stated that it was working properly. Also stated that after the grass has grown and is established the soil erosion and runoff should subside. The basin needs to be properly maintained to work properly. A second seeding will take place and the grass growth fabric removed to allow for better drainage. If problems continue in the future they will be addressed as needed.

Discussion continued between Council and Engineer regarding areas surrounding soccer fields. Mayor questioned the Engineer about the DOT grant regarding walkways to school program. Fralinger stated he did not see a need for this in the City of Estell Manor. Limited funding is available, not enough to cover the costs for a project appropriate for Estell Manor. Mayor addressed the project bid for Maple Ave. and the alternate bids difference. Fralinger explained the difference between the two figures.

RESOLUTIONS

100-2011 A Resolution Authorizing Executive/Closed Session of the City of Estell Manor Council in Reference to Real Estate Matters

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Motion made by Mayor, seconded by Wiker to enter into closed session

Voice vote, all in favor

Councilman Teasenfitz recused himself from the Dias and all discussion of closed session topic.

Proper motions were made and executed to close executive portion of meeting and resume open session of meeting

Scerni summarized the closed session discussions for the public. In closed session Council discussed certain matters relating to the sale of certain City owned land which will be offered at the first reading of Ordinance #3-2011. The details and terms of sale will be outlined in the ordinance and made known to the public. Final decision and outcome of said sale will be made known to the public at a future date coinciding with the second reading of ordinance.

ORDINANCES

03-2011 An Ordinance Of The City Of Estell Manor Authorizing A Private Property Sale Of Certain Non-Buildable Property To Contiguous Property Owner(s) Pursuant To N.J.S.A. 40A: 12-13(b)

Motion made by Mayor, seconded by Wiker to accept first reading of Ordinance#03-2011

Roll Call: Barbetto-No;Haeser-Yes;Teasenfitz-Recused;Wiker-Yes;Venezia-Yes

First reading passed

RESOLUTIONS

97-2011 A Resolution to Award a Contract to Arawak Paving Co. for the Resurfacing of Maple Ave. Project

Motion made by Barbetto, seconded by Mayor to accept resolution#97-2011

Roll Call: Barbetto-Yes;Haeser-Yes;Teasnfitz-Yes;Wiker-Yes;Venezia-Yes

Motion Passed

95-2011 A Resolution Approving a Grant Application And to Execute a Grant Contract with the

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NJDOT for the Reconstruction of Second Ave.

Motion made by Mayor, seconded by Barbetto to accept resolution#95-2011

Voice vote, all in favor

- 96-2011** A Resolution Approving a Grant Application
And to Execute a Grant Contract with the
NJDOT for the Reconstruction of Fifth Ave.

Motion made by Teasenfitz, seconded by Mayor to accept resolution#96-2011

Voice vote, all in favor

- 93-2011** A Resolution Amending the City of Estell
Manor Personnel Policies and Procedures
Manual

Motion made by Mayor, seconded by Wiker to accept resolution#93-2011

*Discussion ensued, Barbetto stated the personnel policy states an employee may have personal
Visits restricted to 10 minutes so why can't an employee use their cell phone for 10 minutes.*

Roll Call: Barbetto-No;Haeser-No;Teasenfitz-No;Wiker-No;Venezia-Yes

Motion Failed

- 94-2011** A Resolution Amending Resolution #86-2011,
Changing the Grace Period for 3rd. Qtr. Taxes

Motion made by Mayor, seconded by Wiker to accept resolution#94-2011

Barbetto clarified the need for this resolution

Voice vote, all in favor

- 98-2011** A Resolution Authorizing a Renewal of a Ten
Year Forest Management Permit for Neils
Clemenson/James J. Birch

Motion made by Teasenfitz, seconded by Haeser to approve resolution#98-2011

*Mayor asked if he needed to recuse himself from voting on this resolution. No conflict
determined.*

Voice vote, all in favor

- 99-2011** A Resolution Authorizing Renewal of a Ten
Year Forest Management Permit for Robin &

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Melissa Decker

*Motion made by Teasenfitz, seconded by Wiker to approve resolution#99-2011
Voice vote, all in favor*

101-2011 A Resolution Authorizing the Execution of a
Deed Notice in Regard to the Closure of the
Estell Manor Landfill

*Motion made by Mayor, seconded by Wiker to approve resolution#101-2011
Scerni stated for the record the full deed notice documents are attached to the original and could
be reviewed by any member of Council
Roll Call: Barbetto-Yes; Haeser-Yes; Teasenfitz-Yes; Wiker-Yes; Venezia-Yes
Motion Passed*

MEETING MINUTES

*Motion made by Barbetto, seconded by Teasenfitz to approve the meeting minutes for the May
18, 2011 Workshop Meeting
Voice vote, all in favor*

DEPARTMENT REPORTS

*Motion made to approve all Department Reports listed to include, Court, Clerk's, Public Work's
and Zoning Officer for 2011
Voice vote, all in favor*

PUBLIC SAFETY REPORT

The Mayor addressed a list of requested items presented to Council by the Public Works Foreman for the Public Works Department and Emergency Management. Brian Johnson, Public Works Foreman stated the generators being used by the City are his personal equipment and that the City does not own any sump pumps. He also addressed several other items included on the list which he feels the City should have for any emergency use as well as public works utilization. Mayor stated he does not think the surplus military truck presented to Council for purchase would sufficiently meet the needs of Estell Manor. Teasenfitz stated the advantages of purchasing the military truck is the easy maintenance and replacement parts. He stated these vehicles are widely used on construction sites and in other

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municipalities due to cost savings. He also stated they are very sturdy and capable of removing snow.

Wiker addressed the list from public works and feels it is a necessity if the items are needed. She feels the money from the sale of City owned land should be designated to Public Works for the purchase of a truck. Discussion ensued regarding the items on submitted list and source of prices quoted.

Councilwoman left the meeting for the meeting due to personal reasons at approximately 8:37 pm.

Discussion continued regarding availability of funds for the purchase of a truck and equipment. Members of Council reviewed pictures of the military truck considered for purchase.

Scerni advised Council that availability of funds should be approved first before any financial decisions are made. He also stated transfers are not allowed until November.

Mayor instructed Johnson to revise his list and report back to Council.

NEW BUSINESS

Mayor announced that Clean Communities has been set for November 12, 2011 and Dumpster Day is scheduled for November 19, 2011.

Teasenfitz inquired if any safety supplies were needed for either of these events.

Johnson stated only plastic bags for trash and recycling were needed which he has already ordered.

Motion made by Mayor, seconded by Teasenfitz to set October 31, 2011 as community trick or treat for the hours of 5-8pm.

Voice vote, all in favor

Barbetto asked Brian Johnson for any FEMA updates he had.

Johnson stated the City would be reimbursed 100% of costs incurred from Hurricane Irene as long as Federal funding is available.

Mayor addressed correspondence received from Suffolk Wireless, LLC.

Haeser explained to Council that this company is a cell tower building company and are looking for land to lease.

Barbetto suggested listing Councilman Haeser as the contact person for follow-up with Suffolk Wireless, LLC due to his knowledge of this area.

Mayor invited the Tax Collector to meeting to address letters the City has been receiving regarding land donations.

Deb Hample explained to Council that she has received numerous letters from land owners who want to either donate their parcel to the City or stop paying the taxes on them. These parcels are

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not buildable in most cases and are located in a Special District. Hample stated there are 55 parcels currently listed as municipal liens and these would be added to the list. Hample provided a spread sheet to Council regarding the properties in question. She suggested someone with legal expertise should devise a formal form letter in response to these and other correspondence regarding this issue.

Discussion ensued as to the costs of title searches and extensive work required to accept properties which were not of significant value to the City.

Mayor stated he would refer the topic to the land evaluation committee with legal consideration.

Haeser requested Councils support in researching grant availabilities for a netbook which Council could share to review information prior to a meeting in order to conserve paper. Mayor stated he was in support of his inquiry; however he wants to continue receiving his information in paper form.

BILL LIST

A bill list was submitted to Council from the CFO for the amount of \$251,090.62 and Developer's Escrow payable to Christopher Brown for Planning Board Attorney Services for the amount of \$1,000.00

Discussion ensued questioning several line items submitted for payment, including Gempler's, Parker McKay, NJLM, Mays Landing Auto and MES.

Mayor questioned reimbursement amount to Councilman Barbetto for refreshments.

Barbetto stated these were for the Pinelands Commission meeting which the City had hosted in September.

Motion made by Wiker, seconded by Haeser to approve the bill list and escrow accounts for the amounts listed.

Voice vote, all in favor

DEPARTMENT REPORTS

*Motion made by Teasenfitz, seconded by Haeser to accept the Department reports as listed
Roll Call: Barbetto-Yes, Haeser-Yes; Teasenfitz-Yes; Wiker-Yes; Venezia-Abstained from Vote
Motion Passed*

PUBLIC COMMENT

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Motion made by Teasenfitz, seconded by Haeser to open the public portion of meeting for public comment

An unidentified member of the public questioned Council on several issues relating to the soccer complex. Concerns with a funeral taking place at the cemetery and a scheduled soccer game at the same time.

Councilman Haeser stated this is an evolving project and there will be many uses in the future. He stated the Estell Manor Church caretaker would be provided with a schedule of soccer games to avoid any conflicts with funerals. He stated if a funeral is scheduled at the same time, the games would be cancelled in respect to the funeral.

Resident, Mrs. Moore addressed her concerns with the soccer field and water runoff into the cemetery. She asked if the engineer could guarantee there wouldn't be any future problems once the grass grew.

The Mayor responded to Mrs. Moor's concerns

Resident, Mr. Moore addressed the fact that the Estell Manor Church is a historical site and the 200' barrier required by law. He also addressed drainage concerns he had.

Creed Pogue, commented on Ordinance#03-2011 and the Public Works Departments list of requested equipment. He also commented on a letter regarding cell phone usage and pending litigation with the Historical Society.

Tom Pogue, as a representative of the Historical Society he read aloud a letter reference in closed session minutes from February 2008.

Mr. Moore commented on the computers requested by the technology committee and stated documents were always kept in City Hall.

*Motion made by Mayor, seconded by Teasenfitz to close public comment portion of meeting
Voice vote, all in favor.*

Proper motions were made and execute to adjourn meeting at approximately 9:50pm

Respectfully submitted,

Accepted,

Fern A. Brown, Acting City Clerk

Stephen Teasenfitz, Council President

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