

**-BOROUGH OF MEDFORD LAKES
REGULAR COUNCIL MEETING
JUNE 24, 2004**

The regular meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in the Denby Annex of the Medford Lakes Colony beginning at 7:30pm. Mayor Woodend presided. Following the Pledge of Allegiance, Mayor Woodend read the Statement of Compliance with the Open Public Meetings Act. This is to announce that adequate notice in the form of Notice of Meetings was (1) posted on the Administration Building bulletin board, (2) mailed to The Central Record, Medford, NJ, (3) mailed to the Burlington County Times, Willingboro, NJ, (4) mailed to the Courier Post, Cherry Hill, NJ, and (5) filed with the Municipal Clerk. Advance written notice of this meeting was mailed to all persons who requested such notice according to the Clerk of the Municipality.

Answering Roll Call for Borough Council were Mayor Gary Woodend, Councilman Timothy Casey and Councilman David Wasson. Also present were Solicitor Jim Vogdes, Manager Rich Knight, and Deputy Clerk Mark McIntosh. Emergency Squad Chief Rosemary Countess arrived later in the meeting.

PUBLIC COMMENT

There was no public comment at this time.

APPROVAL OF MINUTES

Mayor Woodend made a motion, seconded by Councilman Casey, to approve the minutes of the June 10, 2004, Regular Council meeting, with corrections.

VOTE TO APPROVE MINUTES

Ayes: Woodend, Casey, Wasson

Nays: None

Minutes for June 10, 2004, are approved

ORDINANCES

Mayor Woodend introduced Ordinance 496 on Second Reading, seconded by Councilman Wasson.

ORDINANCE 496

AN ORDINANCE TO PROVIDE FOR AND DETERMINE THE RATE OF COMPENSATION FOR EACH EMPLOYEE AND OFFICER OF THE BOROUGH OF MEDFORD LAKES FOR THE YEAR 2004 AND SPECIFYING THE METHOD OF PAYMENT THEREOF

BE IT ORDAINED by the Borough Council of the Borough of Medford Lakes in the County of Burlington, New Jersey that:

Section 1. The following salaries designated herein are fixed on an annual basis respective to the position listed below. All employees may be paid weekly or bi-weekly.

Overtime compensation for hours worked in excess of the regular workweek (40 hours) shall be at time and one-half rate.

Section 2. The rates of salaries stated herein are the maximum rates and ranges. Employees may be paid up to these ranges at the discretion of the Municipal Manager.

ADMINISTRATION

<u>Title</u>		<u>Maximum Compensation</u> <u>Exclusive of Overtime</u>
Mayor and Council		\$1,700.00
Municipal Manager		\$30,160.00
Municipal Clerk		\$30,160.00
Chief Finance Officer		\$1,200.00
Clerical Staff		\$41,600.00
Part Time Clerical	Per Hour	\$16.64
Tax Assessor		\$15,134.08
Tax Collector		\$34,913.84
Sewer Collector		\$13,520.00
Safety Coordinator		\$5,200.00
Recycling Coordinator		\$3,744.00
Solicitor		\$26,000.00
Secretary to the Historic Commission		\$2,471.04
Secretary to the Planning Board		\$4,488.64
Prosecutor		\$5,549.44
Public Defender		\$2,764.32
Deputy Clerk		\$6,326.32
Deputy Treasurer		\$5,200.00
Borough Council Meeting Secretary		\$125.00 for each Council Meeting

Overtime compensation for clerical assistants for hours worked in excess of the regular workweek (35 Hours) shall be at time and one-half rate.

MUNICIPAL COURT

Judge		\$8,929.44
Municipal Court Administrator	Hourly not to exceed	\$17,222.00
	\$100.00 per court session & \$30.00 for each call in	
Deputy Court Administrator	\$100.00 per court session & \$75.00 for each call-in	

POLICE DEPARTMENT

Crossing Guards	Per Hour	\$12.72
Special Police	Per Hour	\$15.60

CODE ENFORCEMENT

Construction Official		\$10,000.00
Electrical Sub-code Official		\$4,500.00
Plumbing Sub-code Official		\$4,500.00

Fire Sub-code Official	\$4,500.00
Code Enforcement Officer	\$4,680.00

EMERGENCY MANAGEMENT

Emergency Management Coordinator	\$1,248.00
Deputy emergency Management Coordinator	\$1,248.00

BUREAU OF FIRE PREVENTION

Fire Official	\$3,640.00
Fire Inspector	\$1,664.00
Fire Administrator	\$4,992.00

PUBLIC WORKS/SANITATION

Superintendent		\$67,080.01
Foreman	Per hour	\$22.17
Laborer Class C	Per hour	\$12.44
Laborer Class B	Per hour	\$14.75
Laborer Class A	Per hour	\$18.55

WASTEWATER TREATMENT UTILITY

Superintendent		\$64,605.25
Operators Assistant	Per hour	\$18.93
Laborers	Per hour	\$22.15
Clerical		\$13,521.00

Section 3. The Manager, at his/her discretion, can hire replacement employees up to and including the present maximum rates as set forth in this Ordinance.

Section 4. Members of the Police Department entitled to additional compensation for authorized duty in excess of the hours of ordinary duty or for allowances of expenses and promotion of officers shall be paid for such excess hours, expenses and promotions in accordance with the agreement made between the Borough of Medford Lakes and the Medford Lakes Police Officers Association. Such compensation however, shall not be less than permitted by applicable State and Federal Law.

Section 5. Longevity - All full time salaried and hourly employees shall be entitled to a longevity payment in November of the calendar year in which the second anniversary of continuous employment occurs, and annually thereafter. The annual longevity payment, upon entitlement, shall be calculated at the rate of \$100.00 per year of continuous employment ending in that calendar year provided however, that the annual longevity payment shall not exceed 7% of the current year's salary, or in the case of hourly employees, the annual regular time compensation based on 2,080 hours times the current hourly rate. In the event that an employee who is otherwise eligible for a longevity payment, terminates his/her employment with the Borough

prior to the time when such payments are regularly paid, he/she shall be entitled to a pro rated payment as of the date employment with the Borough terminated.

Section 6. Shift Differential - Members of the Police Department who are regularly assigned to continuous operation shifts or twenty-four rotating shift work, shall be paid a shift differential equal to two per cent (2%) of the employees base wages for the year. Such payment shall be made in a lump sum amount annually with the last regular pay period in November. In the event a member terminates employment before the November, payment shall be pro rated and paid upon termination.

Section 7. The salaries fixed by the foregoing section of this Ordinance shall respectively in lieu of any and all fees which the respective incumbents of said office might otherwise be entitled by Statute or otherwise by virtue of said office, which fees shall immediately upon collection thereof be paid over to the Chief Finance Officer of the Borough.

Section 8. All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 9. This Ordinance shall take effect immediately upon its final adoption and publication according to law, but the rate of compensation provided for herein shall become effective as of January 1, 2004.

VOTE TO APPROVE ORDINANCE 496 ON SECOND AND FINAL READING

Ayes: Woodend, Casey, Wasson

Nays: None

Ordinance 496 is approved on Final Reading

Mayor Woodend introduced Ordinance 498 on First Reading, second by Councilman Casey.

ORDINANCE 498

AN ORDINANCE OF THE BOROUGH OF MEDFORD LAKES AUTHORIZING THE USAGE OF NEETA TRAIL AS A ROAD OR TRAIL PROVIDING ACCESS FOR A SUBDIVISION REGARDING BLOCK 10002, LOTS 19, 21 and 23, PURSUANT TO N.J.S.A.40:55D-35, UNDER TERMS AND CONDITIONS AS SET FORTH IN AGREEMENTS WITH JOHN AND HEATHER CAVE, AND AUTHORIZING THE EXECUTION AND RECORDING THEREOF

BE IT ORDAINED by Borough Council of the Borough of Medford Lakes, in the County of Burlington and State of New Jersey, that:

Section 1.

- A. **WHEREAS**, there exists within the Borough of Medford Lakes a public roadway, known as Neeta Trail, a portion of which is unimproved and not presently used by the public as a right-of-way; and
- B. **WHEREAS**, the Medford Lakes Land Use Board approved a subdivision for Block 10002, Lots 19, 21, and 23, creating four (4) conforming building lots owned by John and Heather Cave; and

- C. **WHEREAS**, John and Heather Cave, as owners of real property abutting said unimproved portion of Neeta Trail, wish to enter into an agreement with the Borough to obtain subdivision access to Neeta Trail, a public right-of-way, in order to provide access to their properties, pursuant to N.J.S.A.40:55D-35; and
- D. **WHEREAS**, the Borough Council of the Borough of Medford Lakes hereby declares that it desires to grant access to the unimproved portion of Neeta Trail, as set forth on the Borough of Medford Lakes Tax Map, so that John and Heather Cave, and/or their successor or successors, may have access to said real properties, for three (3) of the subdivided lots, as set forth in an Agreement executed or to be executed between said parties, said trail being subject to certain recorded covenants and restrictions, said documents being on file with the Clerk of the Borough of Medford Lakes;

Section 2.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Medford Lakes the improvement of Neeta Trail as a public road, but declares that the Borough does not accept or acquiesce in the dedication of same, all as is more fully set forth in the Agreements on file with the Borough Clerk, which have or will have annexed thereto a metes and bounds description, which documents shall be recorded in the Office of the Burlington County Clerk, and, thereafter shall be kept on file in the Office of the Borough Clerk, available for inspection during normal business hours.

Section 3.

This Ordinance shall take effect upon its final passage and publication in accordance with the law.

PUBLIC COMMENT: Tim Sherlock, 51 Neeta Trail, lives at the end of Neeta Trail, in front of the Collins' residence. He asked if the ordinance could state that, if Neeta Trail is ever completed as a thru street, it could be designated for emergency vehicle use only. The issue is not something that needs to be addressed at this time; another ordinance would be needed to reconfigure the trail. Mr. Sherlock could voice his concerns at that time.

Pat McAndrew, attorney for Mr. John Cave, advised that the ordinance should read "Aaron and Heather Cave", not "John and Heather Cave" as stated. Solicitor Vogdes will make the change in the ordinance.

Second Reading for the proposed ordinance will be July 8, 2004.

VOTE TO APPROVE ORDINANCE 498 ON FIRST READING

Ayes: Woodend, Casey, Wasson

Nays: None

Ordinance 498 is approved on First Reading

RESOLUTIONS

Mayor Woodend introduced the following resolution, seconded by Councilman Wasson:

**RESOLUTION 89-04
A RESOLUTION AUTHORIZING EXEMPTION FROM TAXATION**

WHEREAS, Joseph T. Ciervo residing at 148 Stokes Road also known as B: 30006 L: 239 in the Borough of Medford Lakes, Burlington County, State of New Jersey has filed for a tax exemption as a qualified 100% disabled veteran under N.J.S.A. 54:4-3.30 et seq.; and

WHEREAS, Joseph T. Ciervo was assigned 100% disabled by the Department of Veterans Affairs with an effective date of December 1, 2003 in accordance with N.J.S.A. 54:4-3.30 et seq.; and

WHEREAS, Joseph T. Ciervo is eligible for this exemption according to N.J.S.A. 54:4-3.30 et seq. And has been granted this exemption effective December 1, 2003;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that Joseph T. Ciervo be granted such exemption.

Mr. Ciervo qualifies for a 100% property tax exemption under New Jersey State Statute, as a disabled veteran. Councilman Wasson advised there are currently five properties in the Borough that are tax exempt; he suggested looking for Federal Aid for the tax relief.

PUBLIC COMMENT: None

VOTE TO APPROVE RESOLUTION 89-04

Ayes: Woodend Casey, Wasson

Nays: None

Resolution 89-04 is approved

Mayor Woodend introduced the following resolution, seconded by Councilman Wasson:

**RESOLUTION 90-04
A RESOLUTION AUTHORIZING CANCELLING TAXES ON AN EXEMPT PROPERTY**

WHEREAS, Joseph T. Ciervo, residing at 148 Stokes Road also known as B: 30006 L: 239 in the Borough of Medford Lakes, Burlington County, State of New Jersey has been granted a tax exemption status under N.J.S.A. 54:4-3.30 et seq.; and

WHEREAS, the property taxes that have been paid and collected are being refunded to Joseph T. Ciervo's mortgage company in accordance with N.J.S.A. 54:4-3.30 with an effective date of December 1, 2003; and

WHEREAS, the same property taxes need to be cancelled on B: 30006 L: 239 in the amount of \$462.53 for the tax year 2003 covering December 1 through December 31 and the amount of \$2,775.16 covering the first half billing of 2004. At this time the amount for the second half 2004 taxes are not known;

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that the property taxes on B: 30006 L: 239 also known as 148 Stokes Road have been cancelled with an effective date of December 1, 2003 for the tax year 2003 and effective January 1, 2004 for the tax year 2004; and

NOW, BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Burlington County Board of Taxation, the Treasurer of Burlington County and the Municipal/Regional School Board to advise them of action taken by the Borough Council of the Borough of Medford Lakes.

PUBLIC COMMENT: None

VOTE TO APPROVE RESOLUTION 90-04

Ayes: Woodend Casey, Wasson

Nays: None

Resolution 90-04 is approved

Mayor Woodend introduced the following resolution, seconded by Councilman Wasson:

RESOLUTION 91-04

A RESOLUTION AUTHORIZING A REFUND OF TAXES ON EXEMPT PROPERTY

WHEREAS, Joseph T. Ciervo residing at 148 Stokes Road also known as B: 30006 L: 239 in the Borough of Medford Lakes, Burlington County, State of New Jersey has been granted a tax exemption status under N.J.S.A. 54:4-3.30 et seq.; and

WHEREAS, the property taxes have been paid on 148 Stokes Road also known as B: 30006 L: 239 for the tax year 2003 and 2004; and

WHEREAS, Joseph T. Ciervo's effective date for this exemption granted was December 1, 2003; and

WHEREAS, the amount of property taxes that need to be refunded in accordance with N.J.S.A. 54:4-3.32 for Joseph T. Ciervo residing at 148 Stokes Road also known as B:30006 L: 239 is \$462.53 which represent a period from December 1 thru December 31, 2003. The amount to be refunded for the tax year 2004 is \$2,775.16, which represents the 2004 first half billing on the property.

THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, that a Borough check representing the amount of \$462.53 and \$2,775.16 be drawn to the order of Country Wide Tax Service (Mr. Joseph T. Ciervo's mortgage company)

PUBLIC COMMENT: None

VOTE TO APPROVE RESOLUTION 91-04

Ayes: Woodend Casey, Wasson

Nays: None

Resolution 91-04 is approved

Councilman Wasson introduced the following resolution, seconded by Councilman Casey:

RESOLUTION 92-04

A RESOLUTION AUTHORIZING THE RENEWAL OF A CLUB ALCOHOLIC BEVERAGE LICENSE TO THE MEDFORD LAKES COUNTRY CLUB

WHEREAS, Medford Lakes Country Club has duly complied with the requirements of the State law relative to the renewal of a Retail Liquor License; and,

WHEREAS, the Chief of Police has advised Council that following his investigation, there have been no problems associated with the retail license; and,

WHEREAS, said Medford Lakes Country Club is known by the Mayor and Council to be a fit and competent party to receive a License;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, New Jersey that upon payment by the Medford Lakes Country Club to the Chief Finance Officer of the fee provided by Ordinance, the Borough Clerk is hereby authorized and directed to issue and deliver unto said Medford Lakes Country Club license #321-31-002-002. The license to be named therein is Medford Lakes Country Club. The location of the Licensee's premises is Medford Lakes Country Club, 70 Oak Drive, Medford Lakes, New Jersey. The License shall be effective July 1, 2004. Also, the license shall run until June 30, 2005, unless revoked prior thereto for cause.

Solicitor Vogdes advised the "Doctrine of Necessity" applies to the vote; two of the three councilman belong to the Medford Lakes Country Club but must vote in order to approve or deny the resolution.

PUBLIC COMMENT: None

VOTE TO APPROVE RESOLUTION 92-04

Ayes: Woodend Casey, Wasson

Nays: None

Resolution 92-04 is approved

Councilman Wasson introduced the following resolution, seconded by Councilman Casey:

RESOLUTION 93-04

A RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF THE AUDIT REPORT FOR THE PERIOD ENDING DECEMBER 31, 2003

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2003 has been filed by a Registered Municipal Accountant with the Clerk of the Borough of Medford Lakes as per the requirements of N.J.S.A. 40A: 5-6 and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:2788-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all member of the governing body have reviewed as a minimum, the section of the annual audit entitled:

GENERAL COMMENTS
RECOMMENDATIONS

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically, the sections of the Annual Audit entitled:

GENERAL COMMENTS
RECOMMENDATIONS

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, as per the requirements of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgation of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:2788-52 - to wit:

R.S. 52:2788-52 - "A local official or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction may be find no more the one thousand dollars (\$1,000.00) or imprisoned for not more than one year or both, in addition shall forfeit his office";

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Medford Lakes hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

The resolution acknowledges receipt and review of the Borough's audit, for the period ending December 31, 2003. The audit called for three changes/improvements be made as soon as possible:

1. implementation of a General Ledger – Manager Knight has set a target date of October 1, 2004, as the date for the General Ledger to go on line
2. computerization of the animal account
3. inclusion of job descriptions in the proposed Employee Manuel

PUBLIC COMMENT: None

VOTE TO APPROVE RESOLUTION 93-04

Ayes: Woodend Casey, Wasson

Nays: None

Resolution 93-04 is approved

OLD BUSINESS

OAKS HALL – Council asked that a schedule be implemented for Project Manager Madden to attend Council meetings to be available for discussion and questions. Manager Knight will discuss it with Mr. Madden.

Solicitor Vogdes has received the hard copy of the proposed agreement between the Borough and Conrad Management, Inc. He has been waiting for the electronic copy in order to make the necessary changes to the document, which is extensive.

Councilman Casey made a motion, seconded by Mayor Wasson, to purchase an electronic scanner to be used to scan the hard copy in a computer, if the electronic copy is not received within one week of this date.

PUBLIC COMMENT: None

VOTE ON MOTION

Ayes: Woodend, Casey, Wasson

Nays: None

Motion is approved

SIGN ORDINANCE – Council will hold it’s regular meeting on July 8, 2004, and then have a workshop session following it to discuss the proposed ordinance.

TRASH ORDINANCE – Council will set a date for a workshop.

EMPLOYEE HANDBOOK – Councilman Casey, Solicitor Vogdes and Manager Knight met on June 16, 2004, to discuss the proposed handbook. Manager Knight has some points for Council’s consideration.

CUTCHOGUE TRAIL PROPERTY - the process has been started to obtain a court order to demolish the property. The grass has been cut, the gutters have been removed and the mold problem has been remediated. The property has one or two potential buyers. Mayor Woodend sent letters to homeowners on neighboring properties advised them of the progress being made.

NEW BUSINESS

Gary Woodend was given the oath of office by Solicitor Vogdes for his new term as a member of the Medford Lakes Borough Council. The re-organization of the Medford Lakes Council will be on July 1, 2004, at noon. Mr. Woodend will be unable to attend this meeting.

23 LENAPE TRAIL – the property at this address is in disrepair. The absentee owner has been contacted and will make arrangements to have the grass cut.

Councilman Casey made a motion, seconded by Councilman Wasson, to direct the Medford Lakes Department of Public Works to cut the grass at the property on Friday, June 25, 2004, and bill the owner. Manager Knight could also make arrangements with a landscaper to have the grass cut and bill the owner.

PUBLIC COMMENT: None

VOTE ON MOTION

Ayes: Woodend, Casey, Wasson

Nays: None

Motion is approved

CORRESPONDENCE

DESIGN STANDARDS PLAN – Manager Knight received a letter from Robert Kingsbury, Esquire, attorney for the Medford Lakes Planning Board. The Planning Board recommended that the Borough hire a professional planner to define “community design standards” and update the inventory of log homes. Joe Augustyn will forward a cost estimate and Manger Knight for consideration. Mr. Knight explained the plan would cover the entire Borough, not just the Historic District. The Land Use Ordinance has some contradictions that could be resolved in a “community design standards” plan. Mayor Woodend did not think a new plan was necessary; most of the issues are covered in the Historic Ordinance. He expressed an interest in having Mr. Augustyn define log structures and correct contradictions in the Land Use Ordinance, without creating a new “community design standards” plan.

Dennis Cantera of Medford is considering purchasing a vacant lot on Atsion Road at Tuckerton Road. He would like to connect the property, which is in Medford Township, to the Medford Lakes sewer system. Dr. Kiessling’s dental office at the corner of Lenape Trail and Tuckerton Road is already connected to the Borough’s sewer system; it is possible Mr. Cantera could connect his lateral to the main line that services Dr. Kiessling’s office. Council took an unofficial straw vote; the unanimous consensus was to deny the request.

Manager Knight received the lease from Nextel for their site on the cell tower; he will forward it to Mayor Woodend for his signature.

Mr. Knight was contacted by Mr. Vituschi of the Burlington County Board of Taxation, who advised that the ratio of market value to assessed ratio has dropped to 72.57%. Council suggested asking Mr. Vituschi to attend a meeting to discuss re-valuation or re-assessment. Usually, when leveling alleged inequities, 1/3rd of assessments increase, 1/3rd decrease, and 1/3rd remain the same.

REPORTS

MANAGER’S REPORT – Mr. Knight had nothing additional to report. He complimented the fire department and the emergency squad for their work at an attic fire at 211 Cheyenne Trail. He was pleased to report they had worked well together and handled the situation calmly and professionally. He thanked Fire Chief McIntosh and Squad Chief Countess for their commitment to the Borough.

Mayor Woodend asked Mr. Knight to request Mr. Madden’s appearance at the July 8, 2004, Council Meeting.

Mayor Woodend asked Manager Knight about a report he had received that Code Official Tom Heck had resigned. Mr. Knight advised Mayor Woodend that he and Mr. Heck had had a heated discussion and Mr. Heck was angry when he left the building. However, Mr. Heck has not resigned and has no plans to do so.

SOLICITOR’S REPORT – Mr. Vogdes discussed legal action being considered by Medford Lakes Court Administrator Rosa Henry. Mr. Vogdes had received a letter from her attorney. Manager Knight will respond.

COUNCIL REPORTS – Councilman Wasson, liaison to the Department of Public Works, reported he and Manager Knight had met with representatives for a jet vac, to discuss the design needed for Medford Lakes.

Mr. Wasson also discussed with Council the policies and regulations which neighboring municipalities use for leaf collection.

Mayor Woodend asked Councilman Wasson about the summer working hours for the Waste Water Department and the Department of Public Works. Mr. Wasson reported they have always worked these hours and feels it works well for both departments.

Councilman Casey is the liaison to Department of Emergency Services. Two of his three department heads were present at the meeting.

Fire Chief Mark McIntosh reported that, following the Council meeting of June 10, 2004, the department had a working fire in an attic of a home, at which no one was home. Fire Lieutenant Farnsworth used the Department's thermal imager to detect the location of the fire and it was extinguished.

Emergency Squad Chief Rosemary Countess did not have anything to report.

Manager Knight and Councilman Casey met to discuss the status of the Memorandum of Understanding. Mr. Knight will forward correspondence to the squad concerning it.

PAYMENT OF BILLS

Mayor Woodend made a motion, seconded by Councilman Casey, to pay the bills on the Bill List dated June 18, 2004, and also those on a supplement list dated June 24, 2004,

VOTE TO PAY BILLS

Ayes: Woodend, Casey, Wasson

Nays: None

Payment of bill is approved

ADJOURNMENT

Councilman Wasson made a motion, seconded by Mayor Woodend, to adjourn the meeting.

VOTE TO ADJOURN

Ayes: Woodend, Casey, Wasson

Nays: None

Meeting adjourned at 8:55pm.

Respectfully submitted,

Richard Knight
Borough Manager

