

**REGULAR TOWNSHIP MEETING
MUNICIPAL BUILDING**

**January 3, 2017
DELRAN, NJ**

CALL TO ORDER

SALUTE TO THE FLAG

Sunshine Statement: Be advised that proper notice has been given by the Township Council in accordance with the sunshine law in the following manner. Notice advertised in the Burlington County Times and Camden Courier Post on December 21, 2016 and posted on the bulletin board on the same date.

ROLL CALL: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi and Mr. Catrambone.

MINUTES FOR APPROVAL

Approval of the minutes for the Action/Work Session Meeting on October 25, 2016.

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

Approval of the minutes for the November 1, 2016 Public Meeting.

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

Approval of the minutes for the Action/Work Session meeting on November 22, 2016, Special Work Session meeting on November 29, 2016 and the December 6, 2016 Public Meeting.

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

Approval of the minutes for the Executive Session meeting on November 22, 2016.

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

ORDINANCE ON FIRST READING

**TOWNSHIP OF DELRAN
ORDINANCE 2017-01**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK FOR CALENDAR YEAR 2017
(N.J.S.A. 40A: 4-45.14)**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

RESOLUTIONS

**TOWNSHIP OF DELRAN
RESOLUTION 2017-12**

ADOPTING THE 2017 TEMPORARY BUDGET

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
RESOLUTION 2017-13**

**APPROVING VARIOUS 2016 BUDGET TRANSFERS
EFFECTIVE AND PRIOR TO DECEMBER 31, 2016**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
RESOLUTION 2017-14**

**WAIVING THE APPOINTMENT
OF A RISK MANAGEMENT CONSULTANT/INSURANCE PRODUCER
AND INDEMNIFYING AND HOLDING HARMLESS THE
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND AS A
RESULT OF ANY CLAIMS ARISING FROM SAID ACTION**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
RESOLUTION 2017-15**

**REFUNDING SEWER ESCROW FOR
320 CREEK ROAD**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
RESOLUTION 2017-16**

**REFUNDING ZONING BOARD ESCROW FOR
HYPERION TREE SERVICE**

MOVED BY_____ SECONDED BY_____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
RESOLUTION 2017-17**

**APPOINTING JAMEY EGGERS
AS THE PUBLIC AGENCY COMPLIANCE OFFICER**

MOVED BY_____ SECONDED BY_____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

MOTIONS

A motion accepting the report of the Tax Collector, CFO and Township Clerk

MOVED BY_____ SECONDED BY_____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

A motion granting a mercantile license to:

1. Jinny Beauty Supply, 2704 Cindel Drive

2. IDA Auto, 150-4 Carriage Lane
3. Caoital Remarketing Inc., 150-9 Carriage Lane
4. Riva & Ravy, LLC, 3000 Route 130 N

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

REPORTS

Clerk

Administrator

Solicitor

Fire Commissioners

Members of Council

Mayor

Public Portion of the meeting – Motion to open the meeting to the public

Motion to adjourn the meeting

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Burrell, Mr. O'Connell, Mr. Schwartz, Mrs. Kolodi,
Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
ORDINANCE 2017-01**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK CALENDAR YEAR 2017
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to .5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Council of the Township of Delran, in the County of Burlington finds it advisable and necessary to increase its CY 2017 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Council hereby determines that a 3.5 % increase in the budget for said year, amounting to \$417,512.42 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Council of the Township of Delran, in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2017 budget year, the final appropriations of the Township of Delran shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$417,512.41, and that the CY 2017 municipal budget for the Township of Delran be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

MEMBERS OF COUNCIL	AYE	NAY	ABSENT
Mr. Burrell			

Mr. O'Connell			
Mr. Schwartz			
Mrs. Kolodi			
Mr. Catrambone			

Date of Introduction: January 3, 2017

Date of Final Adoption:

JAMEY EGGERS, MUNICIPAL CLERK

KEN PARIS, MAYOR

**TOWNSHIP OF DELRAN
TEMPORARY BUDGET
RESOLUTION 2017- 12**

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payment is to be made prior to the final adoption of the 2017 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2017; and

WHEREAS, the total appropriations in the 2016 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund is the sum of \$14,845,901.63; and

WHEREAS, the total of the submitted temporary budget for 2017 in the amount of \$3,411,928.50 does not exceed \$3,897,049.18; which represents 26.25% of the 2016 budget; plus the temporary appropriation for Interest and Debt Redemption charges, and the Capital Improvement Fund.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made.

Delran Township						
2017 Temporary Budget						
Current Fund						
				Salaries	Other	Total
				and Wages	Expenses	
Division of Administration						
			Administration	42,000.00	20,000.00	62,000.00
			Mayor & Council	3,900.00	900.00	4,800.00
			Public Relations	0.00	2,100.00	2,100.00
			Municipal Clerk	15,000.00	6,000.00	21,000.00
Division of Parks and Recreation						
			Recreation Committee	1,625.00	4,300.00	5,925.00
Advisory Agencies and Councils						
			Juvenile Conference Committee		100.00	100.00
Department of Finance						
	Division of Accounts and Controls					
		Municipal Auditor				
		Audit Services			20,000.00	20,000.00
	Division of Treasury					
		Treasurer		31,000.00	5,000.00	36,000.00
	Division of Revenue					
		Bureau of Assessments		16,300.00	20,000.00	36,300.00
		Bureau of Collections		35,000.00	3,000.00	38,000.00
Department of Engineering						
		Township Engineer			15,000.00	15,000.00
Department of Law						

	Township Solicitor		25,000.00	25,000.00
Department of Public Safety				
Division of Police				
	Police Force	970,000.00	91,000.00	1,061,000.00
	School Traffic Guards	23,500.00	100.00	23,600.00
	First Aid Organization - Contribution		25.00	25.00
	Division of Emergency Management	790.00	250.00	1,040.00
Department of Public Works and Public Safety				
Division of Roads and Public Property				
	Streets and Roads	240,000.00	52,000.00	292,000.00
	Solid Waste Collection		140,000.00	140,000.00
	Recycling	25,000.00	5,000.00	30,000.00
	Public Buildings and Grounds		30,000.00	30,000.00
Department of Health				
	Division of Health	10,750.00	50.00	10,800.00
	Dog Regulation		5,000.00	5,000.00
Statutory Agencies				
Municipal Land Use Law (40:55D.1)				
	Zoning Board of Adjustments	5,000.00	3,700.00	8,700.00
	Municipal Prosecutor		4,000.00	4,000.00
	Planning Board	13,000.00	3,600.00	16,600.00
	Affordable Housing		2,000.00	2,000.00
Landfill/Solid Waste Disposal Costs			150,000.00	150,000.00
Utility Expenses and Bulk Purchases				
	Electricity/Gas		53,750.00	53,750.00
	Street Lighting		50,000.00	50,000.00
	Telephone		9,450.00	9,450.00
	Water		16,800.00	16,800.00
	Gasoline		46,000.00	46,000.00
	Fire Hydrant		100.00	100.00
	Municipal Court	36,000.00	3,500.00	39,500.00
	Public Defender (P.L. 1997, C. 256)		1,780.00	1,780.00
Insurance (N.J.S.A. 40A:4-45.3(00))				
	General Liability		74,761.50	74,761.50
	Workers Compensation		167,801.00	167,801.00
	Employee Group Health		320,000.00	320,000.00
	Health Benefit Waiver		3,150.00	3,150.00
P.L. 2000, Chapter 26				
Solid Waste Services to Apartments				
	Collection		30,000.00	30,000.00
	Disposal		19,200.00	19,200.00
	Construction Code Official	59,000.00	6,000.00	65,000.00
	Salary Adjustment		1.00	1.00
	Interest on Developers' Deposits		525.00	525.00
	Contingent		1,000.00	1,000.00
Deferred Charges				
	Overexpenditure of Approp Reserves			0.00
	Prior Year Bills			0.00
Statutory Expenses				
	PERS		100,174.33	100,174.33
	Social Security		125,000.00	125,000.00

	PFRS			245,695.67	245,695.67
	Unemployment Insurance			1,000.00	1,000.00
	Defined Contribution			250.00	250.00
		Total Operations within CAPS	1,527,865.00	1,884,063.50	3,411,928.50
	Fire District Payment			5,162.00	5,162.00
	Length of Service Awards Program			20,000.00	20,000.00
	Landfill Recycling Fees - 2008			7,000.00	7,000.00
	Public & Private Programs Offset by Revenues				
	Clean Communities				0.00
	Recycling Tonnage				0.00
	Alcohol Education and Rehab				0.00
	Municipal Alliance				0.00
	Safe and Secure Communities				0.00
	Over the Limit Under Arrest				0.00
	Body Armor				0.00
	Total Operations Excluded from Caps:			32,162.00	32,162.00
	Total Temporary 2017 Prior to Debt Service				3,444,090.50
	Capital Improvement Fund			50,000.00	50,000.00
	Municipal Debt Service				
	Payment of Bond Principal			290,000.00	290,000.00
	Interest on Bonds			92,464.39	92,464.39
	Deferred Charges				
	Special Emergency Authorizations				0.00
	Reserve of Uncollected Taxes				0.00
	Total 2017 Temporary Budget	1,527,865.00		2,348,689.89	3,876,554.89
	.				
	Sewer Utility Fund				
	Operating	182,000.00		480,000.00	662,000.00
	Capital Improvement Fund			20,000.00	20,000.00
	Debt Service				
	Payment of Bond Principal				0.00
	Payment on BANs				0.00
	Interest on Bonds				0.00
	Interest on Notes				0.00
	Payments on Infrastructure Loans			36,567.50	36,567.50
	Overexpenditures				0.00
	Statutory Expenditures				
	PERS			18,112.50	18,112.50
	Social Security			15,000.00	15,000.00
	Unemployment			250.00	250.00
	Total 2017 Sewer Temporary	182,000.00		569,930.00	751,930.00

Dated: January 3, 2017

Jamey Eggers, Township Clerk

COUNCIL PRESIDENT

**TOWNSHIP OF DELRAN
RESOLUTION 2017-13**

WHEREAS, there are certain 2016 budget appropriations of the Township of Delran which are insufficient to meet the requirements of operating the affairs of the Township; and

WHEREAS, there are other 2016 budget appropriations where there are unexpended balances which shall not be needed for such purposes; and

WHEREAS, Revised Statutes 40A:4-58 provides for transfers from such accounts that have unexpended balances;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Delran, in the County of Burlington, that the sum of **\$1,094.49 for Current Fund and \$40,459.60 for the Sewer Fund be transferred effective and prior to 12/31/16.**

Current Fund:

From	Account#	Amount	To	Account#	Amount
Engineer O/E	6-01-20-165-200	\$ 1,094.49	Affordable Housing O/E	6-01-21-190-200	\$1,094.49
Sewer Electricity	6-05-55-502-271	\$20,000.00	Sewer S/W	6-05-55-501-100	\$40,459.60
Sewer Sludge	6-05-55-502-279	\$10,000.00			
Sewer RSA	6-05-55-502-281	\$10,459.60			
Total		\$41,554.09			\$41,554.09

BE IT FURTHER RESOLVED that a signed copy of this resolution be forwarded to the Chief Financial Officer, Treasurer and the Township Auditor.

DATED: January 3, 2017

Township Clerk

President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2017-14**

**WAIVING THE APPOINTMENT
OF A RISK MANAGEMENT CONSULTANT/INSURANCE PRODUCER
and
INDEMNIFYING and HOLDING HARMLESS
the
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND
as a
RESULT OF ANY CLAIMS ARISING FROM SAID ACTION**

WHEREAS, the Township of Delran is a member of the Burlington County Municipal Joint Insurance Fund, (hereinafter known as the BURLCO JIF), a public entity established under Public Law 1983, c.372 of Title 40A enabling local contracting units to join together for the purpose of self-insuring for excess coverages as defined by statute; and

WHEREAS, the Bylaws of the BURLCO JIF provide for appointment of a Risk Management Consultant by the municipality to advise the municipality on matters relating to the BURLCO JIF's operation and coverages provided; and

WHEREAS, the Risk Management Consultant's specific duties include, but are not limited to:

- 1.) Evaluation of the town's exposure
- 2.) Explanation of the various coverages available from the BURLCO JIF and assisting the municipality in the selection of proper coverage.
- 3.) Preparation of applications, statement of values, etc., required by the BURLCO JIF.
- 4.) Review of the town's assessment and assisting in the preparation of the town's insurance budget.
- 5.) Review of losses and engineering reports and providing assistance to the town's safety committee.
- 6.) Assistance in the claims settlement process.
- 7.) Attendance at the majority of meetings of the BURLCO JIF's Fund Commissioners and the performance of such other services as required by the municipality or the BURLCO JIF.

WHEREAS, the Bylaws of the BURLCO JIF further provides for said Risk Management Consultant to be paid a fee not to exceed six percent (6%) of the municipality's assessment for the current Fund year; and

WHEREAS, the Bylaws of the BURLCO JIF allows a member municipality to waive such services and elect to perform all or any portion of the duties normally assigned to the Risk Management Consultant provided it notify the BURLCO JIF in writing and further agrees to indemnify and hold harmless the BURLCO JIF and certain of its agents.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Delran does elect to waive the services of a Risk Management Consultant, and to perform all or any portion of the duties normally assigned to said Risk Management Consultant; and

BE IT FURTHER RESOLVED, that the Township of Delran elects to have its six percent (6%) fee for Risk Management Services returned by the BURLCO JIF, if applicable; and

BE IT FURTHER RESOLVED that the Township of Delran agrees to indemnify and hold harmless the BURLCO JIF, its commissioners, appointed officials and other BURLCO JIF servants, agents, and employees from any and all claims arising from its decision to assume part or all of the duties normally assigned to a professional Risk Management Consultant.

DATED: January 3, 2017

Township Clerk

President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2017-15**

WHEREAS, the Township requires an escrow to be filed for sewer applications before the Council; and

WHEREAS, the Township has determined that a remaining balance in certain escrows are no longer necessary as the work has been completed, and

WHEREAS, the Township has confirmed that all outstanding bills have been paid.

NOW, THEREFORE, BE IT RESOLVED that the Sewer escrow, as stated below, be refunded and a signed copy of the resolution forwarded to be the Chief Financial Officer and Treasurer.

<u>Name and Address</u>	<u>File #</u>	<u>Amount</u>
Jeffrey Schellhardt 320 Creek Road Delran, NJ 08075	S2016-07	\$ 861.00

DATED: January 3, 2017

TOWNSHIP CLERK

President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2017-16**

WHEREAS, the Zoning Board requires an escrow to be filed for applications before the board; and

WHEREAS, the Zoning Board has determined that a remaining balance in certain escrows are no longer necessary as the work has been completed, and

WHEREAS, the secretary for the board has confirmed that all outstanding bills have been paid.

NOW, THEREFORE, BE IT RESOLVED that the Zoning Board escrow, as stated below, be refunded and a signed copy of the resolution forwarded to be Secretary of the Planning and Zoning Boards.

<u>Name and Address</u>	<u>File #</u>	<u>Amount</u>
Hyperion Tree Service 27-29 Hartford Road Delran, NJ 08075	ZZ2012-11	\$ 4,558.60

DATED: January 3, 2017

TOWNSHIP CLERK

President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2017-17**

**APPOINTING JAMEY EGGERS
AS THE PUBLIC AGENCY COMPLIANCE OFFICER**

WHEREAS, N.J.A.C. 17:27-3.2 requires each municipality to appoint a Public Agency Compliance Officer no later than January 1st of each year; and

WHEREAS, the Public Agency Compliance will be point of contact for all matter concerning implementation and administration of the legal requirements of the Equal Employment Monitoring Program and administering contracting procedures pertaining to equal employment.

NOW THEREFORE, BE IT RESOLVED that the Township Council of the Township of Delran hereby appoint Jamey Eggers, Township Clerk, to serve as the Public Agency Compliance Officer for the Township of Delran.

DATED: January 3, 2017

TOWNSHIP CLERK

President of Council