

**WORK SESSION
MUNICIPAL BUILDING**

**January 19, 2011
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 23, 2010 and posted on the bulletin board on the same date.

ROLL CALL: Mrs. Kolodi, Mr. Schwartz., Mr. Moran, Mr. Catrambone and Mr. Morrow were present.

ALSO, PRESENT: Mr. Paris, Mayor, Mr. Long, Solicitor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk

SEWER CAPITAL PROJECTS

Mr. Valesi, Township Engineer, stated that they laid out a ten year capital plan for sewer. They tried to prioritize them to enable us to be able to map out a strategy to address the improvements to the plant, collection systems and pump systems. If we keep up with the improvements, we can prevent an emergency situation. Henry Johnson handed out a copy of the capital plan spread out over ten years and also a summary of the projects. Mr. Johnson, from CME Associates went over the projects listed on the plan.

Mr. Paris asked how the condition of the plant was and was it maintained.

Mr. Johnson stated that the plant is in excellent condition and is maintained very well but we did see certain areas of concern.

Mr. Paris stated that he would like to know what items are priorities.

Mr. Johnson stated that the items can be moved back and forth. We will need to determine the budget amount. Mr. Johnson stated that the items at the treatment plant are the highest priority.

Mr. Valesi stated that the budget numbers provided are on the higher end because we have not designed the project.

ANIMAL CONTROL SERVICES

Mr. Hatcher stated that our Animal Control Contract runs out at the end of the month. We received two bids one from M & R and one from Independent Animal Control. The low bid was from Independent Animal Control. We reached out to

their reference and they were favorable. He would recommend that we award the contract at the public meeting; however, Willingboro reached out to the surrounding municipalities about entering into a shared service to provide these services at the same cost as last year. He would like to gather more information between now and the public meeting before he makes a recommendation.

TRAFFIC/ZONING ORDINANCE

This item will be moved to the next work session.

BILLBOARD ORDINANCE

Mr. Long stated that we currently do not permit billboards in our ordinance. This leaves us open to litigation. He recommends that we adopt a new ordinance for billboards. We will need to talk about the limitations we would like to see in the ordinance. Mr. Long stated that Manalapan has an ordinance that is similar to what we would like to adopt. He will need some technical information from the Township Engineer. Once they gather the information, they will report back to Council.

Resident, Mr. Curita stated that he understands that we need to zone an area for billboards. He does not understand how the two billboards on Route 130 were approved. He asked that Council to try and do what they can to control billboards and keep it legal.

Mr. Long stated that the professionals that were guiding the group at that time are no longer in office.

Mr. Curita recommended that we reach out to the River Route Advisory Committee to see if they can provide any guidance. He also requested that they look at the electronic billboards.

Mr. Paris stated that we do prohibit rotating signs.

We will discuss this again at the next work session.

ROAD OBSTRUCTION ORDINANCE

Mr. Long stated that at the last work session we discussed prohibiting the basketball nets in the streets. He provided a copy of an ordinance that we can discuss. He stated that there is a liability issue with allowing them in the streets.

Mr. DeSanto stated that he has some issues with it but he is concerned with damaging them during snow.

Mr. Moran stated that he is not in favor of limiting it more than it already is but he is concerned with the liability issues.

Mr. Paris asked if we could issue the residents a permit that would like to have the basketball nets and also sign an agreement holding us harmless.

Mr. Long stated that the idea is great but there are several issues. One issue is asking residents to get a permit for a movable object.

Mrs. Kolodi asked who would be responsible for enforcing the ordinance.

Mr. Catrambone stated that the police would enforce the ordinance.

Mr. Long recommended that Council review the draft ordinance and we can discuss this at a future meeting.

2011 BUDGET

Mr. Hatcher stated that everyone has received a copy of the 2011 budget. He stated that the budget deadlines have been extended. The budget needs to be introduced by March 11th. At this time, all we have is the appropriation end of the budget. We do not have the financial statement or the state revenues. Mr. Hatcher walked Council through the budget book. He stated that the most important part is under the section memo to Council. It shows the department requests and the Mayor recommendation. Mr. Hatcher stated that we should begin discussing the budget at the February work session. He also stated that if anyone has any questions please let him know.

Mr. Moran stated that Mr. Hatcher as always been a tremendous help to him with the budget.

Mr. Paris stated that there is really not any where else we can cut.

Mr. Hatcher stated that we will also need to discuss the sewer budget at the same time.

Mr. Catrambone asked if the sewer department will affect our cap.

Mr. Hatcher stated that it does not fall under the cap. The only way it would affect our cap is if they were not self sufficient and we needed to raise funds in our budget.

MODEL ORDINANCE TO EXCEED MUNICIPAL BUDGET APPROPRIATION LIMITS AND ESTABLISH A CAP BANK

Mr. Hatcher stated that he recommends we introduce this at the public meeting. Council agreed.

EMPLOYMENT PRACTICES LIABILITY HELPLINE

Mr. Hatcher stated the MEL has transferred employment practices liability issues to the JIF. If there is a claim, there is a helpline where we can have the attorney's for the JIF answer questions. They are requesting the name of two individuals that will be permitted to use the helpline. In the past, it has been Mr. Hatcher and Ms. Eggers. Council agreed and they will adopt a resolution at the public meeting.

TEMPORARY CFO

Mr. Hatcher stated that he would like Council to adopt a resolution at the public meeting appointing Dawn Emmons as the Temporary CFO. Council agreed to adopt this resolution at the public meeting.

CONTRACT FOR JEFF WILLIAMS

Mr. Hatcher stated that Mr. Williams has been very willing to meet the Council's requirements. We have removed the automatic increase and he will need to get approval before attending conferences.

Mr. Catrambone stated that there is no salary listed in the contract.

Mr. Hatcher stated that he will be reviewed every year along with management. The salary was determined in the 2010 salary ordinance.

Mr. Paris stated that it is also in the budget.

Mr. Catrambone stated that the contract states that the Superintendent will serve as the Lab Manager or Supervisor. It was his understanding that the lab was closed. Mr. Catrambone stated that we may want to look into using the lab as a shared service.

Mr. Moran stated that he believes that the previous Authority had tried to do that but we can look into this issue.

Mr. Catrambone stated that he has one question for closed.

STREET OPENING PERMIT ORDINANCE

Mr. Valesi stated that they reviewed the ordinance to try to take some of the burden off the Public Works Department. The Engineer will perform the review and the inspection of the opening. Council agreed that they want to move forward with introduction.

Mr. Valesi stated that if Council has any questions or changes we could amend the ordinance.

Mr. DeSanto stated that he would like to see a requirement for the seams to be sealed at the end of patching.

Council will continue to review and we will introduce the ordinance at a future meeting.

73 JANWAY AVENUE

Mr. Valesi stated that there are sink holes on the property and it appears it is due to a deteriorating storm sewer. He recommended that we video the line to determine the condition of the pipe. The problem is there is no easement for us to access the property. We can not fix the problem without that easement. When we look at future capital project, we need to look at including miscellaneous drainage issues.

Mr. Moran stated that we need to fix this problem because we are affecting someone's property.

Mr. Morrow asked Mr. Valesi if the resident expressed concerns with us obtaining an easement.

Mr. Valesi stated that it is not something that they discussed.

Mr. Hatcher stated that he gave us a problem in the past with giving us an easement but now he wants to sell the property.

Mr. Long stated that we have several ways of getting on the property without consent. We can force an easement out of necessity.

Mr. Valesi stated that they can video the line without entering the property. After that takes place, he will report back to Council. He will also approach the property owner about the easement.

SEWER CONNECTION APPLICATION/FEE ORDINANCE

Mr. Valesi stated that we need to look at the rules and regulation and the fee ordinance. They will issue recommendations on items that need to be amended.

Mr. Paris stated that other fees also need to be looked at.

Mr. Long stated that they will be looking at the Uniform Development Code and that will include a review of the fees.

We will revisit this issue once we have the report from the Engineer.

REPORTS

Mr. Hatcher – Mr. Hatcher stated that Golden Corral is looking to amend their DEP permit and will need some signatures on the application. Mr. Hatcher stated that he wanted to let Council know that he is holding up the signatures until they replenish their escrow funds.

Mr. Valesi – Mr. Valesi stated that we received very favorable bids for the Yansick and Moreland Drive project. He needs to check out the base of the road before he makes a recommendation. The low bidder bid one penny as the unit price for the base repair so there are grounds that the bid is unbalanced. That is grounds for the bids to be rejected. The contractor has agreed that they will hold to that one penny and they will provide any base repair that is determined by the Township Engineer. He will report back to Council on this issue.

Mr. Paris stated that we did have an issue with Arawak Paving during the last road program and if we do award them the bid he wants to make sure they stay on schedule.

Mr. Valesi stated that we did have some issues but they did quality work.

Mr. Valesi stated that the CDBG grant application has been submitted to the county.

Mr. Valesi stated that there needs to be a sub-committee meeting scheduled for the Myers Tract.

Mr. Valesi stated that they should also have the calculation on the amount of ground needed for the right turn lane at the corner of Conrow and Hartford in the next week.

Mr. Paris asked when we will be able to start looking at this project.

Mr. Valesi stated that there is not much design needed.

Mr. Paris stated that he would like this done by September.

Mr. Hatcher stated that he does not see how that can happen. We do not have the ordinances in place for the purchase or the improvements.

Mr. Valesi stated that they have the permit application for the Westover Drive drainage project complete. He generally plans on a six month wait time for the permits.

Mr. Morrow asked about the no parking signs on Fairview Street.

Mr. Valesi stated that he will provide Mr. DeSanto the locations for the signs.

Mr. Moran – Mr. Moran stated that he would like to know if we can put solar farms on Green Acres property.

Mr. Long stated that his initial response is no because it is a revenue generator. There is no definitive answer.

Mr. Valesi stated that there is ongoing discussion about this but it is inconsistent with Green Acres policy.

Mr. Moran stated that we can continue to discuss this.

Mr. Catrambone – Mr. Catrambone stated that Public Works did a great job with the storms.

Mr. Catrambone stated that we are going to remove the Environmental Advisory Agency. He also changed the section on the website regarding election.

Mr. Catrambone stated that in 2011 he is going to focus on shared services.

Mr. Paris stated that we are also looking at sharing capital items with other municipalities.

Mr. Catrambone stated that the resident on Haines Mill road reached out and thanked us for the quick response.

Mr. Catrambone also asked that Mr. Hatcher draft a memo explaining the difference between the 1976 spending cap and the 2010 levy cap.

Mr. Catrambone asked if Mr. Schwartz and Mrs. Kolodi need to attend a budget seminar.

Mr. Paris stated that there is a notice in their mailbox from the Auditor for a budget seminar.

Mr. Schwartz- Mr. Schwartz stated that during the campaign he mentioned that he was going to spend some time on the weekends talking to residents. He spent some time on Yansick and Moreland Drive talking to residents about the traffic calming project. There were a few other issues that came up during that time. One issue was door to door religious solicitation.

Mr. Paris stated that this is happening all over town.

Mr. Long will review the requirements.

Mr. Schwartz stated that we may also want to make it uniform with the days of the week and time of day.

Mr. Schwartz asked if the residents will be able to drive and park on Yansick and Moreland during construction.

Mr. Valesi stated that they always keep the road passable. There may be times that they can't park in the driveways.

Mr. Schwartz asked if the speed humps are still included.

Mr. Valesi stated that they will be included and they did meet with the residents to review the plans.

Mr. Schwartz stated that he talked with Tom Tartaglia and he will be meeting with him to discuss a project on Leon Avenue.

Mr. Schwartz mentioned his concern about the intersection of Colby, Eighth Street and Baylor. He mentioned that the yield sign on Colby is pretty far back. He asked if there is any way we can install crosswalks. The Township Engineer will take a look at the intersection and report back to Council.

Mr. Schwartz stated that in Cinnaminson he pays \$500 for a used car lot fee. Delran only charges \$75. Council agreed that they need to take a look at the fee ordinance and discuss this issue at a future meeting.

Mr. Schwartz thanked Public Works for their work during the storms he has received a lot of compliments.

Mrs. Kolodi – Mrs. Kolodi stated that people are very interested in the improvements to Hartford and Conrow Road intersection. She advises them that it is in the works.

Mrs. Kolodi stated that in reference to the billboards one of the common complaints she received is that Route 130 was beginning to look shabby. Residents mentioned the amount of signs.

Mr. Long stated that the ordinance is very restrictive but the problem is we have a lot of different type businesses along Route 130.

Mr. Morrow – Mr. Morrow stated that he has discussed with Council the possibility of a volunteer Redevelopment Committee. He thinks that it is a great idea and he is beginning to get interest in the committee. He would like to discuss this at a future meeting.

Mr. Morrow stated that he received a complaint from a resident regarding a group home. She does not want to come forward because of the sensitivity of the issue. Mr. Hatcher stated that he did respond to the resident today. When we do receive complaints we inform the police and they notify the administrator of the group home. There have been instances where residents were removed. Residents are not notified when and group home enters the neighborhood because they are a protected class.

Mr. Paris stated that it is best to let Mr. Hatcher handle these types of complaints.

PUBLIC PORTION

Pat Pomeranz, 21 Alden Avenue, asked if the county will pick up the blue recycling buckets if the lid is open because one was left on her street today.

Mr. Moran stated that maybe there was something blocking the container but they should pick it up.

Mr. DeSanto stated that they are supposed to get out of the truck to make sure the container is empty.

Mr. Catrambone made a motion, seconded by Mrs. Kolodi to adjourn the meeting. All were in favor, the meeting adjourned.

Submitted,

Jamey Eggers
Municipal Clerk