

**WORK SESSION
MUNICIPAL BUILDING**

**January 24, 2017
DELRAN, NJ**

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 January 11, 2017 and posted on the bulletin board on the same date.

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

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

CLOSED SESSION

Mrs. Kolodi made a motion, seconded by Mr. Schwartz to enter into executive session to discuss the following: Litigation Fair Share Housing v. Delran Township

Mayor and Council entered into Executive Session to discuss to complaints filed against the Township by Fair Share Housing regarding Timber Ridge and Stellwag Farms.

Mr. Burrell made a motion to end the closed session and reopen the meeting to the public. The motion was seconded by Mrs. Kolodi. All were in favor, motion approved.

2017 SEWER ADJUSTMENTS

Mr. Hatcher stated that all these adjustments are similar in nature that all deal with properties that have multiple units.

80-88 Hartford Road

This property is a commercial building with a total of 6 units, all on one water meter. Currently, this property is billed on six different sewer accounts. The Tax Collector recommends we combine all units into one commercial sewer bill. This will eliminate the need to make an adjustment to the billing each year. Council agreed.

29 Saint Mihiel Drive

This property consists of 3 residential units and 2 commercial units billed on four separate accounts. All units are serviced through one water meter. The Tax Collector recommends we combine the commercial accounts and residential account and only have 2 accounts for the property. For 2017, their sewer bill will be the minimum for each unit. Council agreed.

4000 Route 130 N, Units 23-25

This property is billed on two separate sewer accounts. Account # 2066000-6 is billed for three units. Account 2066000-1 is billed for one unit. We recommend making account

2066000-1 inactive since they are already billed the proper number of units on account 2066000-6. Council agreed.

108 S. Bridgeboro Street, Bldg C.

This property is a duplex with two separate water meters. Currently they are billed two units on one sewer account. Because of the separate meters, we recommend separating the units onto two sewer bills so they are billed properly moving forward. Council agreed.

108 S. Bridgeboro Street, Bldg B.

This property is currently not being billed for sewer even though they are connected. We recommend making account 2365000-0 active so that a 2017 bill will be generated. Council agreed.

A Resolution will be placed on the public meeting agenda for approval.

NEW SEWER ACCOUNTS FOR 2017

Mr. Hatcher reported that the following properties are new connections and sewer bills need to be created for 2017. The properties are as follows:

1003 Oak Avenue
111 Hartford Road
103 Haverford Court
320 Creek Road

A Resolution will be placed on the public meeting agenda for approval. Council agreed.

FLOATING HOLIDAYS FOR 2017

Mr. Catrambone stated that CWA has requested Tuesday, December 26th and Monday July 3rd as the floating holidays for 2017.

Mr. Hatcher stated that the contract states that the employees get two floating holidays with approval from Council. Mr. Hatcher stated that there are no issues with the requested dates. Council agreed to approved

AUTHORIZATION FOR AERIAL MOSQUITO CONTROL

Mr. Hatcher stated that we have received a request from the Country to sign off on authorization for the aerial mosquito control. This request is the same as in years past. If Council agrees, we will put a Resolution on the public meeting agenda for approval. Council agreed.

REFUND OF OVERPAYMENT FOR COAH FEES

Mr. Catrambone stated that there was an overpayment of COAH fees for Berk and Berk Management and NRV/Ryan Homes.

Mr. Hatcher stated that it was an administrative error and a refund should be issued. If Council agrees, we will put a Resolution on the public meeting agenda for approval. Council agreed.

2017 BUDGET SCHEDULE

Mr. Hatcher stated that the 2017 must be submitted to Council on or before February 17th. He would like to hand them out on February 14th at the work session. The budget must be introduced by March 17th. We have a scheduled work session on February 28th. If Council would like, we can add a special meeting on February 21st. We can be ready to introduce on either March 7th or March 14th. Council agreed to have a special work session at 8 PM on February 21st for just the budget and then have follow on February 21st. Once we get through those meetings we can decide on the date for introduction and adoption. Adoption must take place either the April 4th or April 11th meeting.

PSE&G TRANSMISSION LINE PROJECT

Mr. Hatcher stated that we have been giving waivers to PSE&G on work times. They are ready to transfer service from the old poles to the new poles. They are requesting to work on St. Mihiel Drive, Monday through Friday 7 AM - 6:30 PM and Saturday and Sunday 8:30 AM – 6:30 PM until the end of March. Council agreed.

MERCANTILE LICENSE LATE FEE

Mr. Hatcher stated that we received a complaint from Mancine Optical, a long time business owner that their 2017 mercantile fee was \$158 and their late fee was \$50. Their application was twelve days late. We received a similar complaint from Sign-a-rama. The late fee is \$50 which is a third of the license fee so we are bringing this to Council for discussion.

Ms. Eggers stated that that the renewal letters are sent out in October and they must be paid by December 31st. There are also reminder letters sent.

Mrs. Kolodi suggested keeping the late fee at \$50 but set a policy that if they have not been late in the last in the five years we could grant them an additional thirty days to pay and then if they done paid by the end of January, they must pay the \$50.

Mr. Catrambone asked how many businesses are late.

Ms. Eggers stated that there is a large amount.

Mr. Paris stated that whatever decision is made we want to make sure it can be administered by the Township employees.

Mr. Schwartz asked if the late fee is \$50 regardless of the license fee.

Mr. Hatcher stated yes.

Mr. Catrambone asked what the range is for license fees.

Ms. Eggers stated that \$84.00 is the minimum and \$1050 is the maximum.

Mr. Burrell asked if there is a percentage that makes sense for the late fee.

Mr. Long stated that the Township is not allowed to make money on the fee; there is no difference in the amount of work due to the license fee.

Mr. Hatcher stated his take on the percentage is that if the late fee is too low, there will be no incentive to pay on time.

After additional discussion, Council agreed that they understand that the concerns from the business owners, they will not make any change to the policy at this time.

TOWING CONTRACT UPDATE

Mr. Catrambone stated that the Chief of Police sent a memo indicating that Lenny's Towing disputes that facts of the complaint. They do accept credit cards and cash and also have an ATM on site. The only time cash is required is when individuals have their car impounded by the Police Department.

After discussion, Council agreed to extend the current contract with Lenny's Towing for an additional year.

REPORTS

Ms. Eggers – Ms. Eggers questioned whether Council wanted to hold the public hearing and adoption of the bond ordinance introduced tonight for the 2016/2017 Rod Program at the work session on February 14th. Council agreed.

Ms. Eggers stated that the next Blood Drive will be held February 14th from 1:30-6:30 PM.

Mr. Hatcher – No report

Mr. Long – No report.

Mr. O'Connell – No report

Mr. Burrell – No report.

Mr. Schwartz – No report.

Mrs. Kolodi – Mrs. Kolodi stated that they have had four meeting with the individuals interested in raising chickens. She also attended the class on raising chickens. She wanted to take the class to see how detailed it was and if it was a good offering. The class was excellent. About ten to twelve residents showed up to take the class. The Chicken Advisory Committee met last

night to formulate the pilot to present to Council. Mrs. Kolodi provided Council with the articles and information that were presented in the class. If Council has any question, they can send them to her and she can get them answered for the next meeting or have the expert attend a meeting. Mrs. Kolodi stated that she feels this will be a great thing for the Township. Mrs. Kolodi stated that if there are any concerns from Administration we can discuss them at the next meeting. After discussion, Mrs. Kolodi stated that once she gets all the questions from Council, she will decide if we need the expert to attend the next meeting.

Mrs. Kolodi reported that she received compliments on the trash cans and their trash pickup. Residents in her neighborhood indicated it ran smoothly and they liked the look of the cans.

Mr. Hatcher stated that we had some complaints, most of which we expected, but we are working through them. If residents want the trash company to take their old can, they can leave them empty and turn them upside down.

Mr. Catrambone – Mr. Catrambone stated that with a family of four they have not been able to fill the can.

Mr. Paris – Mr. Paris thanked Mr. DeSanto working with the residents on the trash complaints.

Mr. Hatcher stated that Republic Services has been very receptive through this transition.

PUBLIC PORTION

Mrs. Kolodi made a motion to open the meeting to the public. The motion was seconded by Mr. Burrell. All were in favor, motion approved.

There were no comments.

Mr. Schwartz made a motion to end the public portion of the meeting. The motion was seconded by Mr. O'Connell. All were in favor, motion approved.

Mr. Burrell made a motion, seconded by Mr. O'Connell to enter into closed session for discussion on the following issues: DPA Contract Negotiations and Litigation Berk & Berk Management at Hunters Glen v. Delran Township. All were in favor, motion approved.

Mr. O'Connell made a motion to end the closed session and reopen the meeting to the public. The motion was seconded by Mr. Burrell. All were in favor, motion approved.

Mr. O'Connell made a motion to adjourn the meeting, seconded by Mrs. Kolodi. All were in favor, the meeting was adjourned.

Respectfully submitted,

Jamey Eggers, Township Clerk