

**WORK SESSION
MUNICIPAL BUILDING**

**February 5, 2013
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 December 28, 2012 and posted on the bulletin board on the same date.

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

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

COMMERICAL UTILITY CONSULTANTS

John Fish discussed with Council the possibility of community energy aggregation. Title 14, which was approved in 2012, set up the guidelines for this program. The program gives municipalities the ability to give group buying power to the local residents and businesses. The contract would be negotiated at the municipal level. By law, the contract is for a twelve month time period for a fixed rate with no fees. The individual can also opt out at any time. There is also an economic benefit to this program. If Council wanted to move forward they would need to adopt an ordinance. The ordinance would not commit us to anything; it allows you to take the first necessary steps. Once the ordinance was adopted, they could obtain a list from PSE&G to determine the eligible people in Delran. Then we would hold an auction in two phases to receive the lowest rate. A Community outreach would then take place to show the residents and businesses the savings should they opt into the program. They are not required to opt in but they must opt out of the program. Once all those items are completed, we would choose the winning supplier and at the next meter read the individuals would be switched over. This program does not help nor hurt PSE&G. There is also no change for the residents. They will still be billed through PSE&G and they will still be responsible for any maintenance.

Mrs. Kolodi asked why they will be required to opt out.

Mr. Fish stated that once we approve this everyone not currently with a third party will be included. If they choose not to participate, they will need to opt out.

Mr. Catrambone asked what will be required to opt out.

Mr. Fish stated that they can opt out by calling the 1-800 number, by logging onto the website or returning the cards that will be sent to each individual.

Mr. Catrambone asked how long this process takes.

Mr. Fish stated that the entire process takes approximately three months if there are no issues.

Mr. Morrow asked if this would affect the street lights.

Mr. Catrambone stated that this would not affect the Township. We are already enrolled with the New Jersey SEM. This would strictly be for the residential and commercial property owners.

Mr. Paris asked if we had more towns enter into this program with us, would there be better savings.

Mr. Fish stated that ideally we would like to be in the 30,000 meter range.

Mr. Catrambone thanked them for coming tonight and that we will discuss this in an executive session and get back to them soon.

LEON AVENUE IRRIGATION

Mr. Tartaglia discussed with Council the possibility of installing irrigation on the new field at Leon Avenue. He stated that he reached out to several irrigation companies and only one responded. Advance Irrigation gave them an estimate of \$5,700.00 for the irrigation system, which does not include the cost for electric or the cost to tie in for water supply. They also suggested that they tie into lines with NJ American Water. The price would be \$3,000.00 to tie into the lake. Plus, the upkeep of the system would be twice the cost of tying into the water lines. He does not know who to reach out to for an estimate on electric. The system will include fifty heads with ten zones. It will also include a sensor to keep it from turning on when there is rain. Mr. Tartaglia stated that they have the funding for the system but they need direction on how to tie into the water supply.

Mr. Paris stated that word got out that Council was going to discuss irrigation and he has already been approached for Brown Street.

Mr. DeSanto, Public Works Superintendent, stated that his department does not have the man power to maintain another sprinkler system and fertilize another field. With the Myers Tract project coming this spring they will be spending a lot of time maintaining that park.

Mr. Catrambone stated that we need to look at the long term cost and maintenance with the irrigation system.

Mr. Morrow stated that NJ American Water continues to increase rates and his big concern is the yearly cost. He would have no problem looking at taking the water from the lake.

Mr. Tartaglia stated that taking the water from the lake is twice as much to maintain.

Ms. Pangia stated that the properties along the lake take the water from the lake for irrigation. She asked if they have any problems.

Mr. DeSanto stated that they have clogs and need to clean the screens and filters.

Mr. Catrambone asked Mr. DeSanto how much it would cost irrigate the field using NJ American Water Company.

Mr. DeSanto estimated \$3500.00 per year.

Mr. Catrambone stated that we are trying to keep our reoccurring cost down and we need to take a look at all the options. We will discuss this again once we have better numbers.

FLOATING HOLIDAY SCHEDULE

Mr. Hatcher stated that the CWA union has requested July 5th and December 24th as the floating holidays for 2013. Mr. Hatcher stated that he has no issue with either date. Council agreed to both dates.

BOYS STATE/GIRLS STATE

Mr. Hatcher reported that every year they ask the Township to sponsor a representative from Delran to both Boys State and Girls State. The cost is \$215 for Girls State and \$225.00 for Boys State. The deadline falls before the budget is adopted; therefore, we need Council authorization.

Mr. Schwartz made a motion to authorize the Township to sponsor a representative to both Boys State and Girls State. The motion was seconded by Mrs. Kolodi. All were in favor, motion approved.

JOINT INSURANCE FUND UPDATE

Mr. Hatcher updated Council on three quarterly reports. They are the JIF Loss Ratio Snapshot, EPL/POL Loss Ratio report and the quarterly MEL Loss Ratio. Our numbers are extremely good on the EPL/POL and MEL Loss Ratio reports. He wanted to bring Council's attention to the JIF Loss Ratio snapshot report. Our loss ratio has increased over the last few years and he wants Council to be aware because those numbers do affect our premium costs. We have provided safety training and tools to help improve this in the future.

ARIEL LARVAL /ADULT MOSQUITO CONTROL ACTIVITIES

Mr. Hatcher reported that the County will be performing aerial pesticide spraying between April 1st and November 18th. These activities are performed in primarily swampy and wooded areas along the streams, lakes and creek. Council needs to approve this activity.

Mr. Morrow made a motion, seconded by Ms. Pangia to approve the aerial spraying and authorize the Mayor to sign the agreement. All were in favor, motion approved.

REQUEST FOR TOWNSHIP TO TAKE OVER STREET LIGHTS ON DELRAN PARKWAY, CARRIAGE LANE AND SURREY LANE

Mr. Hatcher stated that Manhattan Management Co. has requested that the Township take over the costs for the street lighting on Delran Parkway, Carriage Lane and Surrey Lane, which were dedicated to the Township last year. The yearly cost to the Township will be approximately \$5,000.00.

Mrs. Kolodi made a motion, seconded by Mr. Morrow to take over the street lighting on Delran Parkway, Carriage Lane and Surrey Lane. All were in favor, motion approved.

NJEIT ENGINEER'S AUTHORIZATION

Mr. Hatcher reported that last year we discussed applying for a NJ Environmental Infrastructure Trust Loan Program for the capital improvements for the Sewer Plant. If Council wishes to move forward, we need to authorize the Engineer to complete the application which is due March 4, 2013. The cost estimate is approximately \$4,000.00, which we have budgeted for in the capital budget. At the next meeting, we will also be adopting a Resolution authorizing Mr. Hatcher to sign the application.

Mr. Morrow made a motion, seconded by Mr. Schwartz to authorize the Engineer to move forward with the application process. All were in favor, motion approved.

BENEFICIAL BANK

Mr. Hatcher stated that we have been notified by Beneficial Bank that they will begin charging us fees for certain services. We anticipate those fees would cost us approximately \$12,000 per year. As a result, the CFO reached out to TD Bank and is recommending that we change to TD Bank.

TOWNSHIP OF DELRAN RESOLUTION 2012-19

BE IT RESOLVED, by the Township Council of the Township of Delran that Township Council hereby authorizes the change in financial institutions from

Beneficial Bank to TD Bank, NA and directs the CFO to take all the necessary actions to complete this change; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be filed with the CFO, Treasurer and Township Auditor.

Mr. Schwartz made a motion, seconded by Mr. Morrow to approve Resolution 2013-19.

There being no questions, the roll was called.

Mrs. Kolodi, Mr. Schwartz, Ms. Pangia, Mr. Morrow and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

ENGINEER'S REPORT – CDBG GRANT/HAZARD MITIGATION GRANT PROGRAM

Mr. Winckowski, Township Engineer, reported that the County responded to our CDBG Grant Application. Since we applied for three different projects, they asked us to outline how we were going to pay for the remaining costs. Since we discovered that the inlet at Lake and Alden is connected to the storm sewer that drains to the river, he feels we can remove that project from the grant application. Mr. Winckowski recommended that we remove Lake and Alden from the application and move forward with the Stewart Avenue outfall and the Echo Court handicap ramp. If we receive the permit for Stewart Avenue before the grant, we can move ahead with that project and use the grant funds for Echo Court. Council agreed.

With the Hazard Mitigation Grant, we applied for this grant back when Hurricane Irene hit and we did not receive funding. This grant is intended for rehabilitation of houses and buyout of properties. Mr. Winckowski recommended that we look at using this grant to bring a few homes in the Riverside Park area into compliance. We would need to solicit a few residents that want to be involved in this program.

2013 BUDGET

Mr. Hatcher provided Council with their 2013 Budget books. Mr. Hatcher stated that the detailed budget sheets were sent through e-mails. The book provides the back up on how the detail sheets were completed. Mr. Hatcher stated that we have not yet discussed the cap ordinance. He recommends that we introduce and adopt that ordinance because it allows us to bank our cap. We have never had to utilize the cap space. We have been well under both the spending and

the levy cap. Council agreed to introduce the ordinance at the next meeting. Mr. Hatcher stated that there is certain information that we do not have at this time. First, we are missing a larger portion on the revenue side until the Governor introduces his budget. We can assume that we will receive the same as we did last year but will not know for sure. Second, is the reserve for uncollected taxes which is about one fifth of our budget. We currently are using the same number as we did last year until we receive additional information. We anticipate the number will increase. At the end of 2011, we had \$5,126,355.00 in fund balance. We used \$2,700,000, as revenue to balance the 2012 balance. At the end of 2012, we regenerated all but \$22,000. This is in large part due to the fact that the tax collection rate continues to stay high and the reassessment program. The operation of the Sewer Utility also went very well. We began the year with a fund balance of \$1,100,000 and we are up to \$1,800,000. You will see a reduction in the budget because a large portion of the debt service came off this year. The reason that the debt service is paid off is because the useful life of the sewer plant has expired and we need to be cautious with capital improvements moving forward. The Engineer has outlined a capital improvement schedule for the upgrades. The operating budget is about \$250,000 higher than last year. A large portion of that is pensions and health insurance. We received our first report back on the SEM and we are going to see a reduction in natural gas and we are still waiting on electric.

Mr. Catrambone recommended that everyone take time to review the information and we will allocate a portion of the next work session to go over the budget line by line.

Mr. Hatcher stated that we have the next two work sessions to discuss the budget and then at the March 12th work session we will need to introduce. Mr. Hatcher asked that if Council has any questions, please e-mail him so that he can have the responses for the next meeting.

REPORTS

Ms. Eggers – Ms. Eggers stated that the towing contract expired at the end of January and we have an option to extend that contract for an additional one year period. If Council agrees, we can adopt a resolution at the next meeting. Council agreed.

Mr. Hatcher – Mr. Hatcher supplied Council with a press release from the NJSEM. There are good rates for the next two years on natural gas and we are still waiting on electric.

Mr. Winckowski, Engineer – Mr. Winckowski reported that we did not receive the Safe Streets to Schools Grant. It is a very competitive grant and only twenty-five communities in the state received a grant.

Mr. Winckowski reported that he will have a report on the Golden Corral sewer connection refund next week.

Mr. Winckowski stated that they are ready to advertise the bids for the Haines Mill Road project and asked that Council authorize the advertisement of bids.

Mr. Morrow made a motion, seconded by Mrs. Kolodi to authorize the advertisement. All were in favor, motion approved.

Ms. Pangia – Ms. Pangia reported that there are only three spots remaining for the mobile mammogram van which will be here this Tuesday.

Ms. Pangia reported that March is national women's history month and the Delran Business Association will be sponsoring an essay contest for the High School. The theme will be women inspiring innovation through imagination.

Ms. Pangia stated that the social media outreach is really growing. Many municipalities and police departments are creating their own facebook pages. She asked that we look into the possibly of creating an account.

Mr. Catrambone stated that we can look into this as we create the new website.

Mr. Hatcher asked Ms. Pangia which towns seem to be doing this the best way.

Ms. Pangia stated Evesham and Cherry Hill.

Mr. Hatcher stated that he will look into the policies those towns have in place and who is monitoring the page.

Mr. Paris stated that he has some concerns with allowing anyone to post on the page.

Mr. Catrambone stated that we can make it a strictly outgoing page and not permit people to post.

Mr. Morrow – Mr. Morrow stated that a few months ago we discussed making some changes to Route 130 to be more business friendly in regards to things such as signs. He asked that once we are finished with the budget, we take a look at the ordinances to determine if we can make changes.

Mr. Schwartz – Mr. Schwartz stated that the Blue/Green Acres bill has been signed by the Governor. This Sunday at 2 P.M., Assemblyman Troy Singleton will be in the Riverside Park area to meet with the residents.

Mr. Schwartz reported that there were two fires in Ward 1 in the last few weeks. One at Hunter's Glen and one on Stewart Avenue and it was nice to see the residents helping out their neighbors.

Mr. Schwartz reported to Council that his son underwent some pretty serious medical testing today and they could really use everyone's prayers.

Mrs. Kolodi – Mrs. Kolodi reported that she has a timeline for the Citizen of the Year and she asked that we discuss this at the next work session.

Mrs. Kolodi reported that the entrance to Randle Court and Kevin Road is a mess with potholes and also Pine Valley and Kevin Road.

Mr. DeSanto stated that he will take a look at this.

Mr. Hatcher stated that we may want to look at the possibility of undertaking several intersections as part of a capital projects since we will not get to all of the roads. Mr. Hatcher asked that Mr. DeSanto take a look at Fenwick Road which seems to be having issues.

Mr. Catrambone – Mr. Catrambone reported that we are moving forward with the website as fast as we can.

Mr. Catrambone reported that he attended a meeting, on Mayor Paris's behalf, in Cinnaminson on how to be business friendly. He also attended a meeting with NJ Department of Transportation and surrounding municipalities to discuss safety along Route 130.

Mr. Paris – Mr. Paris thanked Chief Parente for working on the issues he brought to his attention. He thanked Mr. DeSanto for his work during the snow storm. He also thanked the Department Heads for their work on the budget.

PUBLIC PORTION

Mr. Morrow made a motion to open the meeting to the public for comments, seconded by Mrs. Kolodi. All were in favor, motion approved.

Bob Gilbert, 75 Stewart Avenue, asked how far the pipe will extend out at the end of Stewart Avenue.

Mr. Winckowski stated that it will extend 10-15 feet pass the berm and a head wall will be installed to anchor it in place.

Mr. Gilbert mentioned that we are going to have an issue with Stewart Avenue. The road has multiple cracks as do Alden Avenue and Norman Avenue. He fears that a sink hole will develop. The road has not been touched in over twenty

years. When it rains the water lays in the street and it will bubble up through the asphalt.

Mr. Gilbert asked if there is any way to get the five Fire Commissioners together to discuss a plan to pump out the areas.

Mr. Paris stated that we do not control the Fire Commissioners. They hold their meetings on the same night as the Township Public Meeting at 8:00 P.M.

Mr. Gilbert stated that he noticed other municipalities have a recycling incentive program where residents can earn gift cards. He asked why we do not have this program.

Mr. Hatcher stated that we focused our grant funds to purchase the large recycling containers. Since then we have seen a large drop in the amount of tonnage sent to the landfill.

Mr. DeSanto stated that since we purchased the large containers in phases, we did not want to have some residents benefiting from that program when others could not. We agreed to address this issue once the containers are paid off.

Mr. Morrow made a motion to end the public portion of the meeting. The motion was seconded by Mrs. Kolodi. All were in favor, motion approved.

Mr. Morrow made a motion, seconded by Ms. Pangia to enter into closed session for Contract Negotiations and NJ American Water Tax Appeal – Special Counsel. All were in favor, motion approved.

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

Mr. Morrow 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