

**WORK SESSION
MUNICIPAL BUILDING**

**March 28, 2023
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 6, 2023 and posted on the bulletin board on the same date.

ROLL CALL: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon and Mr. Burrell were present.

ALSO PRESENT: Mr. Catrambone, Mayor, Ms. Rubinstein Quiroga, Solicitor, Mr. D'Armiento, Engineer, Mr. Bellina, Administrator, and Ms. Eggers, Township Clerk

2023 BUDGET REVIEW

Operating Budget

Mr. Bellina explained that there is only a slight increase in the budget of some of the administrative offices. The administrator's office requires additional funds for IT/cyber security. There is an increase in the township attorney cost due to usage. Planning and Zoning has a \$4,000 increase which will allow planners to review and update ordinances in terms of energy renewables as requested by our Green Team. The construction department will introduce a housing office that will issue certificates of occupancy when properties are transferred from one owner to another as well as handle code violations.

Most of the operating budget increases are due to insurance coverage which has gone up approximately 19%. All facets of insurance are impacted despite Delran Township having a stellar ratio of .54. Mr. Catrambone asked Mr. Bellina to explain what .54 means. Mr. Bellina stated that it is the loss ratio meaning, for every dollar the township spends, 54 cents comes back to settle claims. Mr. Bellina reported that there was a 20% increase in the state benefits plan for employee health care. The township obtained a less costly plan with the same level of benefits.

The police department has seen a rise in the cost of police cars. Extra money has been designated for vehicles as well as uniforms for new officers.

Public Works needs additional money to pay for the DEP permit for the Abrasive Alloys site which was formerly paid from a different line item. There is an increased cost for street sweeper equipment as well as line paint, fertilizer and grass seed for the fields. Mr. Bellina cautioned that the annual DEP regulations for the township's storm water permit have changed. There may be an increase in costs but we will learn more about that as time goes on.

While the current budget does not increase municipal taxes, Mr. Bellina advised that raising taxes a little, helps guard from more drastic spikes in future years.

Mr. Smith asked about the cost for snow removal. Mr. Bellina stated that the amount was kept the same as last year since there is no way to know what we will need.

Mr. Burrell asked if there was a dedication by rider for the Green Team Memorial Tree Program. Ms. Eggers stated that she will check tomorrow to see if anything has come back from the state regarding that since they are using a different format for the process.

Capital Budget

Mr. Burrell explained that items in the capital budget have to be listed but we do not pay for them until the project is completed.

Mr. Bellina stated that the road projects are under design and road repair will begin in July. The township will be looking into enhancing building security. Mr. Bellina reported that the township submitted a grant application for lighting at Vermes and Deutsch soccer fields. Our state federal legislative delegation asked us to submit a couple of requests. We included Frech Avenue as well as irrigation at the softball field on Leon Ave. We are waiting to hear back on all requests. Under equipment, two pick-up trucks and a dump truck are included for Public Works. The cost keeps increasing and is expected to continue rising prior to the bond ordinance.

Mr. Burrell asked if the 2023 capital budget includes the courtroom improvements. Mr. Bellina stated that the audio improvements, were in last year's capital budget. An expert will be coming in to discuss the exact needs of everyone who will be using the audio system, including planning and zoning.

Mr. Bellina explained that the Brown Street Baseball Field was also included in last year's capital budget but due to some design changes, a supplemental bond ordinance will be required.

Mr. Bellina reported that the sewer plant needs a new jet vacuum which hasn't been replaced since 2009. Engineering is going to start an annual review of the entire sewer plant which will help to predict future capital needs and projects. There are also plans to televise lines particularly the roads that we are going to pave that year. Planning for emergencies and an increase in the price of supplies and insurance have also been factored into projected costs.

Mr. Smith asked if there was any improvement in the supply chain issues regarding the purchasing of vehicles. Mr. Bellina stated that the issues have not improved.

Mr. Bellina also reported that an ordinance was approved in 2018 to improve the water system at the sewer plant. The goal was to use recycled water. The water storage tank that is needed is going to be located in an area of the creek where a DEP permit is required. The rise in cost of materials, equipment and labor have all gone up astronomically. A supplemental ordinance will be required to cover the price increase which could be as much as a million dollars.

Mr. Catrambone stated that the township is in the best financial shape that the township has ever been in. Mr. Catrambone gave special thanks to Mr. Bellina for all of his hard work and also thanked the department heads and staff for their help. Mr. Jeney stated that there is a lot of leverage in the budget that we can tap into if need be.

Mr. Bellina stated that the budget will be introduced on April 11th. The township is under state review this year which may delay the process. Mr. Burrell asked if a Power Point would be available for the public to view. It will be worked on. Ms. Eggers explained that the public hearing will be on May 9th. If the state hasn't commented by then the adoption will be moved to the next meeting.

CONSENT AGENDA

- a. **Resolution 2023-54** Refund Outside Employment Escrow PD22-04
- b. **Resolution 2023-55** Amending Resolution 2023-52 Authorizing Close Out Change Order and Final Payment to Pioneer Pipe Contractors, Inc. for the 2019 Roadway Improvement Program
- c. **Resolution 2023-56** Authorizing 2022 Budget Transfers
- d. **Resolution 2023-57** Authorizing the Reduction of Performance Guarantee for Timber Ridge at Delran, LLC – Block 116, Lots 6, 7, 8 & 10.01
- e. **Resolution 2023-58** Rejecting All Bids for Exterior Upgrades at the Delran Township Municipal Building Pursuant to N.J.S.A. 40a:11-13.2(A) and Authorizing ReAdvertising and Re-Bidding
- f. Approval of Minutes:
 - October 25, 2022 Work Session
 - November 1, 2022 Public Meeting
 - November 22, 2022 Work Session
 - December 6, 2022 Special Meeting
- g. Authorizing the Payment of Bills including all purchases made under the Cooperative Purchasing Agreement
- h. A motion granting mercantile licenses to:
 - Saifo Auto Sales, LLC, 209A-6 Carriage Lane

Mr. Jeney made a motion, seconded by Mrs. Apeadu to adopt the above Consent Agenda.

There being no questions the roll was called.

Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon, and Mr. Burrell voted aye.

Ayes: 5

Nays: None

Motion Approved

REPORTS

Mr. Bellina – Mr. Bellina reported that he participated in a Zoom call yesterday with the Army Corps of Engineers to discuss plans to remediate flooding issues. The Army Corps of Engineers submitted a project management plan which the township engineers and solicitor are reviewing now. The planning process will take over two years. Mr. D’Armiento explained that 65% of the project will be encumbered by federal money and the other 35% will be non-federal.

Ms. Eggers – No report

Mr. Catrambone – Mr. Catrambone stated that a new business called The Soul Sisters Home Health Care, recently opened in town. He, along with Councilmen Burrell and Jeney, were there at the ribbon cutting ceremony.

Mr. Catrambone reminded residents that Story Walk will be opening at Delran Community Park on Saturday, April 23rd at 1:00 PM. Story Walk consists of stands containing pages of a book. People can walk from stand to stand, reading the book while getting some exercise.

Mr. Catrambone reported that the voluntary water conservation notice has been lifted. There was never any threat to our side of the river.

Mr. Catrambone sent condolences to the superintendent of Delran’s sewer department, Joe Russel and his family, after the passing of Joe’s brother.

Ms. Rubinstein Quiroga – No report

Mr. D’Armiento – Mr. D’Armiento reported that Delran received favorable bids for the Route 130 sewer line. A concurrent agreement from the solicitor’s office was received and the project will be awarded. He also explained that the bids for the municipal building painting project were all over budget. Mr. D’Armiento will be speaking with the architect later in the week to determine what steps will be taken next.

Mrs. Apeadu – No report

Mr. Smith – Mr. Smith explained that he took advantage of the county shredding event at the Burlington County Resource Recovery Complex. It was a quick and pleasant experience.

Mr. Jeney – Mr. Jeney reported that he attended the ribbon cutting ceremony of The Soul Sisters Home Health Care and their credentials are excellent. A friend of Mr. Jeney’s was also in attendance at the ribbon cutting ceremony and couldn’t say enough good things about the care that his mother in-law received.

Mr. Jeney also explained that Arbor Day celebrations are coming up. For more information,

contact the Green Team.

Mr. Lyon – Mr. Lyon stated that he was on a call with Congressman Andy Kim and he asked if the congressman would help out in any way he can with the Army Corps of Engineers.

Mr. Lyon asked about running the sewer line from Anderson Farm in conjunction with the county. Mr. Bellina stated that he just received an email asking for another meeting at that location to discuss future plans.

Mr. Lyon thanked the mayor, Mr. Bellina and all of the department heads for all of their hard work on the budget. He explained that he is very glad that we are taking a look at the sewer plant and lines and discussing how best to maintain them so as to avoid costly issues.

Mr. Burrell – Mr. Burrell reported that in regards to the recent issues with trash pick-up, the trash company has been fined. Mr. Burrell also asked residents experiencing problems with their trash, to call public works or the clerk's office directly.

Mr. Burrell thanked the mayor, Mr. Bellina and the department heads for their work on the budget.

Mr. Catrambone thanked the crew that took care of the sewer line issue at the entrance to Home Depot on St. Patrick's Day. The work was able to be completed without closing the entrance to that business which was very appreciated.

PUBLIC COMMENT

Mrs. Apeadu made a motion to open the floor to public comment, seconded by Mr. Smith. All were in favor; the motion was approved.

No Public Comment

Mr. Jeney made a motion, seconded by Mrs. Apeadu to close the meeting to the public All were in favor; the motion was approved.

Mr. Lyon made a motion to adjourn the meeting, seconded by Mr. Smith. All were in favor; the meeting was adjourned.

Submitted,

Jamey Eggers
Municipal Clerk