

**WORK SESSION
MUNICIPAL BUILDING**

**March 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. Long, Solicitor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

KIDS EXPO

Ms. Pangia reported that she would like to hold a Kids Expo on April 25, 2013. This event would be for parents to attend to see all the different local programs that we have in town. She is asking for permission to have the event in the community room.

Mr. Paris stated that he is not against the program but he is against Council promoting businesses. He feels this is crossing a line. The Delran Business Association was put together to promote the local businesses.

Mr. Catrambone stated that in the new shop local environment it does have some benefit to the community. He feels that this is a nice idea and does not feel it is a political issue.

Mrs. Kolodi stated that when she first came here she was told that we are not an organization to run activities we are a legislative body. She recommended that we get the Business Association on board with this event.

Ms. Pangia stated that she has talked to the Business Association and if Council agrees then she will get their support.

Mr. Paris stated that if we start intervening with the Business Association and start promoting businesses, some businesses may leave the association. He wants the Delran Business Association to continue to grow.

Mr. Schwartz stated that he feels Ms. Pangia has just as much right to ask for use of the Community Rooms as any other resident does.

Mr. Paris stated that use of the room is not the issue, the issue is with promoting businesses.

Ms. Pangia stated that this event is not just for businesses. It will be open to organizations such as Boy Scouts and Girl Scouts and also local pre-schools and churches.

Mr. Morrow stated that if the event is not being run by Township Council he does not have an issue with the event.

Mr. Catrambone stated that Mr. Hatcher feels that if we are going to have this event it should be a Township Council event. We do not typically allow residents to use our facility to run events.

Mr. Hatcher stated that the current policy allows non-profit organizations that our Delran based are permitted to use the community rooms. He feels more comfortable with this being a township event; therefore, the Township insurance will extend to this event.

Mr. Schwartz asked what Council has to do to support this event.

Mr. Hatcher stated that the majority would have to agree to sanction the event as a Township event.

Mr. Paris asked if we could possibly include this event at Delran Day instead of a separate event. We could have an area for kid organizations.

Ms. Pangia stated that this is a separate event from Delran Day and is adding another outlet for our community to learn what is available for the kids.

Mr. Long recommended that if we were going to hold this event then it should be a Township event.

Mr. Hatcher stated that if it is a Township event then we can provide the necessary insurance.

Mr. Schwartz made a motion to approve the Delran Kids Expo as a Delran Township Council sanctioned event. The motion was seconded by Ms. Pangia.

Mr. Morrow recommended that if we are going to begin to do these types of events then Council needs to have discussions at the work sessions and have some policy moving forward.

Mr. Paris also recommended that we make sure the Delran Business Association is on board with this event.

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

Ayes: 4
Nays: 1

Motion Approved

VISION OBSTRUCTION NORTH DRIVE AND TENBY CHASE DRIVE

Mr. Catrambone stated that Mr. Paris received an e-mail regarding this issue.

Chief Parente reported that residents were legally parking trucks at the intersection and it was causing a vision obstruction due to the curve. Sgt. Tubic spoke with the resident and they agreed to not park the trucks there but it does not stop other individuals from parking there and causing a vision obstruction. Chief Parente stated that he is not sure whether the yellow curb extends the twenty-five required from the intersection.

Mr. Long recommended that we have the Engineer take a look at the intersection to determine if there is a site triangle issue.

Mr. Hatcher stated that we have a temporary fix to the problem. If we want a permanent fix, we need to have the Engineer take a look at the intersection.

Mr. Long stated that he would like to add a brief discussion on the issue to the executive session tonight.

POLICE UNITY TOUR

Mr. Hatcher stated that Lt. Howard Davenport has requested permission for the Police Unity Tour to use our parking lot on May 9th to stage the beginning of the event. Council agreed to the request.

HAINES MILL ROAD BOND ORDINANCE

Mr. Hatcher reported that we would need to amend the bond ordinance if we wished to finish the remaining portion of the road. We initially adopted an ordinance for the grant amount, which was \$200,000 and we would need an additional \$125,000 to cover the bid amount and for engineering. Council agreed.

Mr. Catrambone stated that he wants to make sure that the intersections are included. Mr. Catrambone also stated that it was his understanding that the remainder of the funds would come out of existing road ordinances.

Mr. Hatcher stated that he will make sure the intersections are included in the project. He will also check to see if there is an ordinance for the remainder of the funds but we may still need to amend it for engineering.

Mr. Long recommended that he allow him to put additional language in the contract to include time constraints and penalties. Council agreed.

2013 BUDGET

Mr. Hatcher stated that we ended last meeting finishing up review on the line items on the municipal end. We are approximately \$1,100,000 under the spending cap and \$196,106 under the levy cap. Currently the tax rate would increase by 1.1 cents, roughly \$25.00 per year on the average. One reason for the 1.1 cent increase comes from the fact that our ratables went down for 2013. We also had increases in the budget that Council can not control such as pensions, debt service, increase in the reserve for uncollected taxes and the addition of the line item for tax appeals. The total increase in appropriations is \$20,000.00. This will not return the total amount of the fund balance that we had at the end of 2012. If everything goes well this year, we should be close.

Mr. Catrambone stated that he feels that the increase is justified by items that are out of our control. He thanked Mr. Hatcher and Mr. Paris for their work on the budget. Mr. Catrambone asked whether we are looking for the best prices on office supplies.

Mr. Hatcher stated that we mainly purchase through state contract but we check with the different vendors under the contract to receive the best quote.

Mr. Morrow stated that he feels this is a solid budget and were not forced to cut any services.

Mr. Hatcher stated that he would now like to discuss the sewer end of the budget. When we took over the Sewerage Authority, we were forced to raise rates when we realized the surplus had dwindled to nothing. While we waited for the rate increases to take affect, we actually had to borrow money from the municipal side to pay bills and to make payroll. At this point, we have recovered. The rate increase has helped and there is also a large portion of debt service from the plant that is paid off. He wants Council to be very cautious with this budget because the reason the debt service in paid off is because the useful life of the Sewer Plant has expired. The Supervisor has been meeting with the Engineer to go over the capital improvements that Council has already approved and we may need to amend the ordinance as prices seem to have gone up since we adopted the ordinance. The Engineer is working on new estimates and will be presenting them to Council for a decision. Mr. Hatcher reported that he would like the bills to be sent out under the current rate structure. Once we have additional information from the Engineer on the capital improvements and from

the Auditor on the financial end, we can discuss the possibility of decreasing the rates or adjusting the excess back to 12,000 gallons. Mr. Hatcher stated that we can review the budget but it will not have any impact on the rates at this time.

Council agreed to send the 2013 bill out using the current rate schedule. Once we receive all the information needed we can discuss adjusting the rates.

Mr. Catrambone questioned the decrease in both disability insurance and dental insurance.

Mr. Hatcher stated those are the accurate numbers we had at the end of the year. Mr. Hatcher stated that one adjustment will need to be made to account for the employee's contribution to health insurance. The total benefits will go down another \$12,000.

Mr. Catrambone asked if there was a reason the electricity line item decreased.

Mr. Hatcher stated that we had numbers that are more accurate and we were able to reduce that line item by \$10,000. Mr. Hatcher reported that we reduced the water bill line item because we identified a leak and fixed it last year.

Ms. Pangia questioned the telephone line item.

Mr. Hatcher reported that the telephone line item includes the land lines at the plant and also the office at the municipal building. It also includes three cell phones and lines at the nine pump stations.

Mr. Williams stated that it also includes call one for digging and the internet.

Mr. Catrambone questioned the uniform line item.

Mr. Hatcher stated that that each employee receives eleven uniforms. At the end of the week, the service picks them up for cleaning and returns the following week.

Mr. Williams stated that it also covers shoe allowance and winter gear on an as needed basis.

Ms. Pangia asked why there was a jump for \$2,000 to \$10,000 in office equipment.

Mr. Hatcher stated that he will have to get back to Council with this answer.

Mr. Catrambone stated that that was all the questions that he had.

Mr. Hatcher stated that we will be introducing the 2013 Municipal Budget at the next work session.

Mr. Schwartz asked whether Mr. Hatcher feels that the sewer budget has gone under the same scrutiny that the municipal budget does.

Mr. Hatcher stated that as far as the expenditures, yes he does. His only hesitation is that he does not feel as comfortable as he does with the municipal side but we are moving in the right direction.

REPORTS

Ms. Eggers – No report.

Mr. DeSanto – Mr. DeSanto, Public Works Superintendent reported that he reached out to the Summerhill Condo Association to discuss getting them on board to increase recycling.

Mr. DeSanto stated that the County monitored an area in town over a six week period to determine who was recycling and who was not. We were at about 86% and they have notified us of the residents that did not put out any recycling in that time frame and we are in the process of sending letters to remind them to recycle.

Mr. Hatcher – Mr. Hatcher stated that since the time that we appointed him as a Certified Purchasing Agent the state has increased the bid threshold. In order to take advantage of the \$36,000 bid threshold we would need to amend the resolution. The reason he brings this up is because we received quotes for the Swedes Lake Outfall and they came in at the bid threshold. Council agreed to pass the Resolution at the public meeting.

Mr. Williams – Mr. Williams, Director of Operations for the Sewer Department, reported that they had their annual inspection and there were no suggestions. They are currently working on a pilot program with a company that has proven to reduce sludge production in a number of facilities throughout the state. There is no cost to the Township. Mr. Williams stated that they are also working with CME on a few items to try and reduce energy cost.

Chief Parente – Chief Parente stated that the State is offering grant money for enforcement along Route 130. The only issue is that the towns must work together. That means a Delran car would have to patrol from Cinnaminson through Bordentown Township and the participating towns would patrol in Delran. The stated would pay \$50.00 per hour and we would have to make up the difference, which would be approximately \$20.00 per hour. Council will discuss this further once we have more information.

Mrs. Kolodi – No report.

Mr. Morrow – Mr. Morrow thanked Mr. DeSanto for getting the autism signs installed.

Mr. Morrow asked where we stand with Green Acres money for the Fairview Street property and Myers Tract.

Mr. Hatcher stated that he has been told that we should hear something by March 15th.

Mr. Schwartz – No report.

Ms. Pangia – Ms. Pangia stated that it looks like the mobile eye care will be coming around the second week in April. She is hoping to have the date narrowed down for approval by Council next week. The mobile mammogram van will be coming back on May 14th. She is also working on a mental health expo for the end of May. She asked that we add those items to the agenda for approval.

Ms. Pangia stated that she attended a meeting with Mrs. Kolodi regarding the Sustainable New Jersey program. They were extremely impressed with the program. There would be minimal work to be approved for the program. If you take a look at the points there are programs that we already have in place. Just for joining the program, we will receive a \$2,000 grant. She asked that we put this on a future agenda.

Ms. Pangia stated that she contacted NJ Autism and they are willing to look at the ability to provide the signs. They felt it was great that the Township was asking to put up signs.

Ms. Pangia stated that she wanted to formally thank Joe Walsh for the special needs sports program that he put together.

Mr. Catrambone – Mr. Catrambone stated that when the Governor continues to talk about how he is not raising taxes it infuriates him because all that means is that he is pushing it down to us to absorb.

Mr. Paris – Ms. Paris stated that he has reached out to our contact at NJ American Water Company to discuss the pending appeal. He was not aware of the issue and stated that he will get back to him.

Mr. Paris stated that McKesson Drug is defiantly moving to Robinsville, NJ and it will be a big loss for this Township. They will be trying to offer the employees other positions.

Mr. Morrow recommended that we discuss the naming of the Myers Tract at the next meeting.

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.

Mary Parento, 25 S. Bridgeboro Street, reported that Joe Parento wanted her to bring up that both the Summerhill Football Field and Don Deutsch will be closed for the spring. He also would like to put some guidelines in place to keep people off the fields after it rains.

Laura Kulinski, 328 Juniata Avenue, discussed with Council her concerns over children crossing Route 130.

Chief Parente stated that when the kids have a half day of school there seems to be more walking home. They have reached out to the school and it is not required that they take the bus.

Ms. Pangia stated that there are also no sidewalks on Route 130 from Chester Avenue to Haines Mill Road.

Mrs. Kolodi recommended that we reach out to the Middle School and have them send a notice home to the parents.

Ms. Pangia stated that the breakfast with the School Superintendent is Thursday and this may be a good thing to bring up.

Laura Kulinski stated that she loves the Sustainable NJ program. Community gardens would be a great idea. Most of the towns that have community gardens have a waiting list to participate. Mrs. Kulinski stated that the different programs such as the Kids Expo and Mental Health Expo are great for the town. When she had her son, she didn't know where to go for certain programs.

Phaedra Burroughs, 501 Brown Street expressed her concerns over the safety of the residents that are required to walk due to a disability. People do not even stop for pedestrians in the crosswalk.

Mr. Catrambone stated that we will look into whether grants are available for safety education and report back at a future work session.

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

Mr. Morrow made a motion, seconded by Ms. Pangia to enter into closed session for Litigation with the Grande at Rancocas Creek and the NJ American Water Tax Appeal – Contract for 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. Schwartz made a motion directing the Township Attorney to construct a law provide a final notice to The Grande at Rancocas Creek notifying them that the Township will file suit in twenty one days if the payment made to them in error is for condo services is not corrected. The motion was seconded by Mr. Morrow.

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

Mr. Catrambone recommended that as part of the sewer budget, everyone review the memo submitted by the Director of Sewer Operations which was included in the budget books.

Mr. Schwartz 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