

**WORK SESSION
MUNICIPAL BUILDING**

**March 9, 2021
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 7, 2021 and posted on the bulletin board on the same date.

ROLL CALL: Mr. Smith, Mr. Jeney, Ms. Parejo, Mr. Lyon and Mr. Burrell were present.

ALSO PRESENT: Mr. Catrambone, Mayor, Mr. Siciliano, Solicitor, Mr. Hatcher, Administrator and Ms. Eggers.

AUTHORIZE ENGINEER TO PREPARE ANNUAL SEWER MAINTENANCE CONTRACTS

Mr. Hatcher reported that on an annual basis we receive bids for work that may need to take place at the sewer plant. The existing contracts have expired and need to be re-bid. The contract will be a one year with the option to one-year renewals.

Mr. Burrell asked for a motion to adopt Resolution 2021-53.

**TOWNSHIP OF DELRAN
RESOLUTION 2021-53**

**AUTHORIZING TOWNSHIP ENGINEER TO PREPARE ANNUAL SEWER
MAINTENANCE CONTRACTS AND AUTHORIZE ADVERTISEMENT OF BIDS**

BE IT RESOLVED, by the Township Council of the Township of Delran that the Township Engineer is hereby authorized to prepare the annual sewer maintenance contracts; and

BE IT FURTHER RESOLVED, that the Township Engineer is hereby authorized and directed to advertise the bid notice for the annual sewer maintenance contracts.

Mr. Lyon made a motion, seconded by Mr. Jeney to adopt the consent agenda.

There being no questions, the roll was called.

Mr. Smith, Mr. Jeney, Ms. Parejo, Mr. Lyon and Mr. Burrell voted aye.

Ayes: 5

Nays: None

Motion Approved

SHARED SERVICES AGREEMENT TRAFFIC SIGNAL

Mr. Hatcher reported that County submitted the agreements for the two traffic signals along Fairview Blvd. to the Township based upon the result of the road swap. We have sent the contract to the attorney for review. If there are no comments, Council can move forward with approval.

Mr. Siciliano reported that there is only a minor comment in the item that deals with police officers and who would cover the cost for work done. We would like that item to be fairer and more reciprocal. We would like to reach back out to the County and change the language to state that if there is any maintenance work begin done by the County, they would cover the costs for the police officers.

Mr. Hatcher stated that it is a great point that needs to be addressed. Council agreed.

2021 BUDGET DISCUSSIONS

Mr. Burrell reported that over the last few months the Mayor has been working with Mr. Hatcher and Department Heads on the budget requests. They have prepared the budget and presented it to Council for their review. Council will review each line item of the budget and make any changes. Once that process is complete, Mr. Hatcher will work with the Auditor to prepare the budget. The budget will be introduced on April 6th and adopted on May 4th.

Mr. Hatcher reported that total net valuation of the Township is \$1,425,281,690.00 which is up \$2,396,500.00. This is a modest increase in retables over the previous year. The current proposed budget is \$1,004,609.00 under the state appropriation cap and slightly under the levy cap. The financial operations this year were challenging. We saw a reduction in revenues in several areas including construction and court due to covid-19 but we were able to replenish the full fund balance. The current fund balance is \$9,125,940.00. Mr. Hatcher explained the importance of managing the fund balance.

Mr. Hatcher stated that the Sewer Utility is also in a strong financial position. The fund balance is \$5,640,000.00. This is reduction from the previous year. Last year we used approximately \$3,000,000 of the fund balance to pay for capital improvements in cash in order to not incur additional debt. Since 2010 there has not been a sewer rate increase.

Mayor Catrambone stated that it is a great benefit to have Mr. Hatcher steering the ship. With this being his first budget as Mayor he really helped him to understand the process and wanted to commend Mr. Hatcher for managing and balance all the numbers.

At this time, Council reviewed the line items in the proposed budget municipal and sewer budget. The budget as proposed a has zero tax increase.

After review Council agreed to add \$20,000 to the line item for public relations increasing that line item from \$16,000 to \$36,000. This will mostly be utilized to hire someone for public relations and also address recommendations from the Communications Committee. Mr. Hatcher will report back to Council on the estimate to review the Master Plan regarding cannabis and also the increase

in the Tax Assessor Miscellaneous line item.

At this time, Council reviewed the Capital Budget requests. Mr. Burrell stated that this is a spending plan and does not authorize any spending. The items requested include the following:

- Police Department
 - Four in-car police computers at a cost of \$22,000
- Public Works
 - Backhoe Loader replacing existing 1995 backhoe
 - Two riding lawnmowers
 - Basketball Courts \$22,000 per court (Stewart, Mulberry, Faunce)
- Sewer Department
 - Jetter Truck replacing existing 1999
 - Pick up truck replacing 2004 Ford F150
 - Service Truck
- Furniture in Mayor's Office/Council Conference Room/Court Room/Lobby

After discussion, Council agreed to the requested items and also increasing the budget for furniture to \$25,000.00. Mr. Hatcher will discuss the in-car police computers to see if it makes sense to replace all the remaining computers.

REPORTS

Ms. Eggers – No report.

Mr. Hatcher – No report.

Mr. Catrambone – Mr. Catrambone reported that many of you are aware that there was a fire in Ward I and he wanted to commend the Fire Department. He had an opportunity to speak with the family last night and they are still in shock. He assured them that the Delran family is here to support them in any way possible. Thankfully no one was injured.

Mr. Catrambone congratulated Jeremy Rafanello, whose recently sign a contract with the New York Red Bulls II to continue the next phase of his soccer career.

Mr. Catrambone reported that on Thursday, March 11th we will be welcoming back PFC Ricky Bay from the Marine Corps. We will be gathering at the Middle School at 5 PM and leaving at 6 PM sharp. Mr. Catrambone reminded everyone to please wear a mask and practice social distancing.

Mr. Catrambone thanked Mr. Hatcher for his work on the budget and thanked Council for their support.

Mr. Siciliano – Mr. Siciliano reported that they are continuing to look at ordinance and Mayor and Council will see correspondence from their office in the next few weeks with recommendations.

Ms. Parejo – Ms. Parejo reported that NJ American Water is currently replacing water mains in areas of Ward I which should be completed by the end of April. Once that is completed they will be paving portions of the roadways in the summer.

Mr. Smith – Mr. Smith reminded residents that daylight savings time is this weekend and to watch out for children while on the road.

Mr. Jeney – No report.

Mr. Lyon – Mr. Lyon reminded resident to watch the children around the Mr. Softee trucks.

Mr. Burrell –

PUBLIC PORTION

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

There were no public comments.

Mr. Jeney made a motion to close the public portion, seconded by Ms. Parejo. All were in favor, the motion was approved.

EXECUTIVE SESSION

At this time, Mr. Burrell asked for a motion to adopt Resolution 2021-54 authorizing executive session.

TOWNSHIP OF DELRAN RESOLUTION 2021-54

AUTHORIZING EXECUTIVE SESSION TO DISCUSS THE FOLLOWING: LITIGATION SETTLEMENT AGREEMENT DISCUSSION – 4101 BRIDGEBORO ROAD

WHEREAS, N.J.S.A. 10:4-6 et seq. (Open Public Meeting Act) provides for the exclusion of the public from public meeting for certain reasons; and

WHEREAS, it is necessary to close the work session meeting of March 9, 2021, for the following reason:

1. Litigation Settlement Agreement Discussion – 4101 Bridgeboro Road

NOW, THEREFORE, BE IT RESOLVED that the meeting is closed for the reasons above in accordance with the Open Public Meeting act.

Mr. Lyon made a motion, seconded by Ms. Parejo to adopt Resolution 2021-54.

There being no questions, the roll was called.

Mr. Smith, Mr. Jeney, Ms. Parejo, Mr. Lyon and Mr. Burrell voted aye.

Ayes: 5

Nays: None

Motion Approved

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

There was no action taken after execution session.

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

Respectfully submitted,

Jamey Eggers, Township Clerk