

**WORK SESSION  
2014  
MUNICIPAL BUILDING**

**April 8,**

**DELRAN, NEW JERSEY**

**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 26, 2013 and posted on the bulletin board on the same date.

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

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

Mr. Catrambone stated that before we start the work session agenda he would like to hand out the information that he would like to ask the Attorney to look at for a Resolution for the next meeting. At the next work session, we will have an opportunity to review the Resolution and ask questions.

Mrs. Kolodi made a motion, seconded by Mr. Morrow to allow the Attorney to review the information provided and draft an ordinance and or resolution as necessary.

Voice vote was taken.

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

### **CIVIL RIGHTS RESOLUTION**

Mr. Hatcher stated that every two years the Municipal Excess Liability Fund require us to re-examine our policies and procedures dealing with employment practices. This resolution is one of the items that we adopt every two year re-affirming our policy with respect to civil rights. If Council agrees to move forward, we will place this on the agenda for the public meeting. Council agreed.

### **PROCLAMATIONS**

Mr. Paris stated that we received a request for two proclamations for the wrestling coaches at Delran High School. He has no problem with having the proclamations prepared if Council agrees. The only issue he has is he does not want them to start losing their importance.

Mr. Catrambone stated that his feeling is if everyone in town had a reason to receive one then he feels they should be given out.

Mr. Morrow stated that he does not have an issue with the proclamations he just doesn't know if we need to get involved in every sports related recognition at the school. It is more important to focus on scholastics and not sports. He stated that we should continue to bring these requests forward on a requested basis.

Mr. Paris stated that he does not remember, in the seven years that he has been here, ever giving a proclamation to a student for academics.

Mrs. Kolodi stated that they do have a "Night of Excellence" where they are recognized and they are also recognized by the Honor Society.

Council agreed to issue the two proclamations and they will continue to discuss these requests as they come forward.

### **CATHOLIC CHARITIES REQUEST**

Mr. Hatcher stated that we received a request from Catholic Charities for the use of the community room on April 17, 2014 from 11:30 to 4:00 PM for their monthly meeting and they would like to provide food and beverages. Since this is outside of our policy we are bringing this to Council for your approval.

Mr. Catrambone asked if this was a special meeting.

Mr. Hatcher stated that they are calling it a monthly meeting but they do not normally have food at their monthly meetings.

Mr. Catrambone stated that he does not have an issue if this is a special meeting but he does not want it to be a normal monthly thing.

Council agreed that they will allow this if it is for a special occasion.

### **SEWER ACTIONS**

Mr. Hatcher stated that in the sewer regulations when a property changes hands the bill goes back to the minimum bill. For your information, we provided Council with a list of those properties along with the billing was previously before we made the adjustment.

Second, the property at 20 Hartford Road was demolished in 2013, and they are asking that we cancel the sewer billing for 2013 and 2014 and stop all future billings. This is also consistent with our regulations. If Council agrees, we will adopt a Resolution at the next public meeting. Council agreed.

### **SEWER BILLING ADJUSTMENTS**

**400 Leon Avenue** - NJ American discovered that the meter was improperly read and they have adjusted the bill. The sewer bill for 2013 was \$147.75 and we are recommending that Council adjust the 2014 to that amount.

**11 Montclair Drive** – The resident indicated that three toilets were in disrepair and all of them have been repaired. He did include a bill for toilet parts and shows minimal usage since those repairs. The water was used; however if Council wishes to make an adjustment the minimum bill would be appropriate.

**215 Hawthorne Way** – The resident indicated that they had running toilets that were repaired. They provided a receipt that is dated October of 2013. Prior to this they were receiving the minimum bill.

Mr. Hatcher stated that we will put a resolution on the agenda for action if Council agrees. Council agreed.

### **DPA/DSA AND LIEUTENANTS CONTRACTS**

Mr. Hatcher reported that this is consistent with what Council approved and we have already introduced and or adopted the salary ordinances that correspond to these contracts. He asked that Council adopt three Resolutions tonight to ratify the contract and allow the Mayor to execute the agreements in order for the Township to move forward with issuing the retroactive pays.

Council agreed to adopt the Resolutions.

### **TOWNSHIP OF DELRAN RESOLUTION 2014-54**

### **RATIFYING THE CONTRACT BETWEEN THE DELRAN PATROLMAN'S ASSOCIATION AND THE TOWNSHIP OF DELRAN**

**BE IT RESOLVED**, by the Township Council of the Township of Delran that the Township Council does hereby ratify the 2012-2015 contract between the Delran Patrolman's Association and the Township of Delran; and

**BE IT FURTHER RESOLVED** that the Township Council hereby authorizes and directs the Mayor and Township Administrator to execute said contracts of behalf of the Township.

Mr. Morrow made a motion, seconded by Ms. Pangia to adopt Resolution 2014-54.

There being no question, the roll was called.

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

Ayes: 4

Nays: None

Motion Approved

**TOWNSHIP OF DELRAN  
RESOLUTION 2014-55**

**RATIFYING THE CONTRACT BETWEEN THE  
DELRAN SERGEANT'S ASSOCIATION  
AND  
THE TOWNSHIP OF DELRAN**

**BE IT RESOLVED**, by the Township Council of the Township of Delran that the Township Council does hereby ratify the 2012-2015 contract between the Delran Sergeant's Association and the Township of Delran; and

**BE IT FURTHER RESOLVED** that the Township Council hereby authorizes and directs the Mayor and Township Administrator to execute said contracts of behalf of the Township.

Mr. Morrow made a motion, seconded by Mrs. Kolodi to adopt Resolution 2014-55.

There being no question, the roll was called.

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

Ayes: 4

Nays: None

Motion Approved

**TOWNSHIP OF DELRAN  
RESOLUTION 2014-56**

**RATIFYING THE CONTRACT BETWEEN THE  
DELRAN LIEUTENANT'S ASSOCIATION  
AND  
THE TOWNSHIP OF DELRAN**

**BE IT RESOLVED**, by the Township Council of the Township of Delran that the Township Council does hereby ratify the 2012-2015 contract between the Delran Lieutenant's Association and the Township of Delran; and

**BE IT FURTHER RESOLVED** that the Township Council hereby authorizes and directs the Mayor and Township Administrator to execute said contracts of behalf of the Township.

Mr. Morrow made a motion, seconded by Ms. Pangia to adopt Resolution 2014-56.

There being no question, the roll was called.

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

Ayes: 4

Nays: None

Motion Approved

### **POLICE OFFICER REPLACEMENT**

Mr. Hatcher stated that we have a police officer retiring at the end of the month and what Council will need to decide is will they want to replace the position. If Council agrees, we will request a civil service list.

Mr. Catrambone recommended that we wait until the next meeting to hear what the Chief has to say.

Mr. Hatcher stated that he will provide Council with the financial impacts. With the new contract the starting salary is lower than the previous contract so there should be significant savings.

### **SHARED SERVICE – PUBLIC WORKS**

Mr. Hatcher reported that we received an inquiry from an adjoining town and he wanted to first notify Council that we received the request and second ask Council if they wished to pursue the issue. Mr. Hatcher stated that he has requested additional information from the town in terms of man power and financial information.

Council agreed that that they would like to pursue the opportunity.

### **STELLWAG FARM REDEVELOPMENT**

Mr. Winckowski stated that the next step that Council needs to make is to vote to send this to the Planning Board for them to review. Once they made their recommendations, they would send it back to Council for a vote. At this point is it just the needs study.

Ms. Pangia made a motion to send the needs study to Planning Board for their review, seconded by Mr. Morrow. All were in favor, motion approved.

### **CAPITAL BUDGET**

Mr. Hatcher stated that the next step would be to move forward with the ordinance for the capital improvements. Since Council has also determined an amount they would include for the Road Program, they will also need to select the roads. Since the budget has been adopted, this is the time to move forward.

Mr. DeSanto reported that we may not have the new dump trucks available until the spring of 2015. We are hearing best case scenario, ten months.

Council agreed to review the items that are not related to police or sewer and they will handle them at the next meeting with the Department Heads.

Council reviewed the following capital items.

- \$60,000 – For the purchase of signs including stop signs, traffic and street signs as required by state regulations. Council agreed
- \$50,000 – Boiler improvements. Council agreed
- \$12,000 – For improvements to various sidewalks on municipal properties. Council agreed.
- \$410,000 – Purchase of two new dump trucks with mechanical arms. Council agreed.
- \$125,000 – Replacement of pipe at Swedes Lake. Council agreed.

The next item Council discussed is the Road Program. Council allotted \$1,000,000 for the road program.

Mr. Winckowski provided Council with the top five roads that both he and Mr. DeSanto have reviewed.

- \$326,700.00 - Oxford Road (Entire length)
- \$283,074.00 – Lichtenthal Street (Pancoast to Little)
- \$246,774.00 - Kevin Road (Entire length)
- \$160,116.00 – Sawmill Court
- \$485,100.00 Forge Road (Entire Length)

There is also a list of twenty-three intersections. Mr. Winckowski stated that during the last bid we received a bid of \$25,000 per intersection.

After discussion, Council agreed to select Forge Road and as many intersection as we can this year.

Mr. Winckowski stated that he will prioritize the intersections for the bid.

### **DELTRAN COMMUNITY PARK**

Mr. Paris stated that we received a grant for \$94,000 and Council agreed to allocate \$150,000. We talked about lighting for the parking lot, entrance and one field.

Mr. Winckowski reported that as far as our lighting options, it is his understanding that we have approximately \$245,000 for a budget. We could get the parking lot, entrance and one mid-size field completed. We could also do the parking lot, entrance, and the artificial turf field and include other amenities such as bleachers.

Mr. Kennedy, President of the Athletic Association, stated that small field would not be used. He will discuss with the AA tonight which field would be best to have lights on tonight at the baseball meeting.

Mr. Winckowski stated that if we are not doing the artificial turf field our option is one of the mid-size fields because of the budget. We have to do the parking lot and entrance if we are going to light a field.

After additional discussion, Council agreed to the lighting for the parking lot, entrance, and one mid-size field.

Mr. Hatcher stated that we will include this in the bond ordinance for introduction at the May meeting.

## **VARIOUS GRANTS**

Mr. Winckowski reported on the various grants offered through the NJDOT. The Safe Streets to Schools and Transportation Alternative Grants are administered through the DOT but they are federally funded. We need to select the projects. We have previously filed for the Safe Streets to Schools for sidewalks on Chester Avenue. These grants are very competitive.

Mr. Paris asked if we would have success applying for sidewalks along Bridgeboro Road.

Mr. Winckowski reported that we have applied for Bridgeboro in the past also, have been unsuccessful. If we apply for Bridgeboro, we would have to be comfortable putting in funding ourselves to cover the costs. We need a foot bridge across the creek. If we did sidewalks along Chester Avenue, we could fit the cost into the grant amount.

After discussion, Council agreed to apply for sidewalks along Chester Avenue for the Safe Street to Schools Grant.

Mr. Winckowski reported that for the Transportation Alternative Grant, we could apply for bikeways, walkway or scenic beautification.

Mr. Morrow recommended that we have a walkway leading into Delran Community Park. There is no sidewalk there now only a driveway. Council agreed.

Mr. Paris stated that we could also include the possibly of a Veteran's walk.

Mr. Winckowski reported that the final grant is the DVRPC Grant.

Ms. Pangia reported that she is not sure what projects will qualify based on the meeting she attended. They talked about sidewalks on Route 130 but they are not covering costs for construction, just study and design. They are also encouraging joint projects with over towns.

Mr. Winckowski reported that we have a \$250,000 grant for sidewalks along Route 130. The project still needs to be studied and designed. This may be an opportunity to have those cost covered by this grant. We could also include the study of bikeways along Hartford Road. We could use Burlington County and the State as joint participants.

## **REPORTS**

**Mr. DeSanto** – Mr. DeSanto reported that the construction on the front of the building is almost completed. Other than that, they are busy with leaf and branch pickup and getting the fields ready for the spring.

**Ms. Eggers** – No report.

**Mr. Hatcher** – No report.

**Mr. Winckowski** – Mr. Winckowski reported that the contractor was given notice to get everything completed at Delran Community Park by the end of the month. They were working on sign today. There are still walkway improvements that need to be completed along with entry gate and the foul ball protection system. Once the ground dries up they will also be working on repairs to the turf.

Mr. Hatcher asked if he was aware of the erosion issue.

Mr. Winckowski stated that he is aware of the issue around the warning track.

Mr. Hatcher stated that the infields are also an issue.

Mr. Paris stated that we were going to allow them to start using the fields in August, for games only, but since the schedules are already made up for the year, he talked to them about not using the fields at all this year. Mr. Paris asked Mr. Kennedy if they can hold off this year.

Mr. Kennedy stated that they can hold off until next spring.

Mr. Hatcher stated that there will be a much better product if we do hold off on the use.

Council agreed to put signs on the fields and keep the gates locked until the fields are ready to go. We will also hold off on a grand opening.

Mr. Kennedy recommended that we tie the grand opening in with opening day of baseball next spring.

Mr. Winckowski reported that we had the preconstruction meeting for the 2014 Road Program and they will begin construction within the next month. The contractors are out working on the Stewart Avenue outfall. The project should be completed with the next

week to week and a half.

Mr. Winckowski reported that we will be advertising the Fairview Street Sidewalk Project this week. We are hoping to award on May 6<sup>th</sup>.

Mr. Winckowski reported that we will be working with Mr. Hatcher on the Hazard Mitigation Grant. We are also waiting to hear to the NJDOT on the Municipal Aid grant and submit the application to the DVRPC for the Route 130 sidewalk study and design and Harford Bikeways study. We are still waiting for Rutgers to follow up on the water quality grant for Westover Drive.

We have received the appraisals for the Fairview Street property and they will be submitted to Green Acres. We will coordinate with them what the next step will be.

Mr. Winckowski reported that the VFW has received their certificate of occupancy.

We also had the pre-construction meeting for the Wastewater Treatment Plant upgrades and that project will start in a few weeks.

Mr. Hatcher stated that the entire project will take about fourteen months to complete.

**Ms. Bonczyk** – No report.

**Ms. Pangia** – No report.

**Mr. Morrow** – Mr. Morrow reported on the meeting that they had last week with PSE&G regarding alternative fuels for municipal vehicles. He felt that it was a very informative meeting and they really want us to move forward and also look at shared services with other communities.

Mr. Morrow asked that Mr. McCurley send a follow-up letter to the new owners of the shopping center on Fairview Street because he has not seen anything being done there.

Mr. Paris reported that the other issue with the alternate energy issue is that he are on hold right now because they need to receive approval from their STL to move forward before we can approach the issue. They should get back to us in the next few weeks. There was also some discussion about using the County facility in town as the staging facility.

**Mrs. Kolodi** – No report.

**Mr. Catrambone** – No report.

**Mr. Paris** – Mr. Paris reported that Delran Day will be September 28<sup>th</sup> this year.

Mr. Paris stated that the Special Needs Organization does not fall under the Township, they are an independent organization. The AA has offered to put the organization under their insurance umbrella for their programs. Mr. Paris stated that we have some concerns because we are not sure that they have insurance.

Mr. Kennedy reported that they sent the information to the organization but have received no response.

Ms. Pangia stated that the program never had insurance.

Mr. Paris stated that it is a major issue because they should not be utilizing the fields if they do not have proper insurance.

Ms. Pangia stated that she agrees and will reach out to them.

### **PUBLIC PORTION**

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

Bob Kennedy, stated that he brought the information for Mrs. Kolodi regarding the TD Bank program.

Mr. Kennedy reported that they are having some issues at the Summerhill basketball court with trash and bad language. There had also been issues with the port-a-pots being burned. They do not want to provide them to us anymore.

Mr. Paris stated that we will talk with the Chief and see what we can do to help the situations.

Mary Parento, 25 S. Bridgeboro Road, stated that she was talking with Bill Curzie last night who could not attend tonight meeting and ask her to report for the Green Team. At their next meeting, which is tomorrow night, they will appointing a Chairman, Vice Chairman, Secretary and a Treasurer. Mr. Curzie also prepared a mission statement, which they will read and approve tomorrow night. Friday, he attended an MUA meeting conference and we was going to report on that at the meeting tomorrow.

Joe Parento, 25 S. Bridgeboro Street, reported that the RAC held their meeting tonight for the Easter Egg hunt, which will be held this Saturday at 12:00 P.M. sharp. He asked Mr. Catrambone if he will be providing the PA system again.

Mr. Catrambone stated that he will not, but he has made arrangements.

Mr. Parento stated that the areas this year will be a lot bigger. They are putting out over 5,300 eggs. There will also be an area for special needs children. He asked the Fire Department if they could also use of their trucks with a PA system. Last year residents were still complaining that they could not hear the announcements. We will also be stamping the participants hands and providing tickets to them for a chance to win a prize.

Mr. Parento stated that the minimum wage will be going up for the summer camp and he wanted to know if they could move money from supplies to the wages.

Mr. Hatcher stated that we cannot make any transfers until November but he will take a look at the issue.

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 Mrs. Kolodi to enter into closed session to discuss the Litigation- NJ American Water Company. 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. Catrambone reported that based on our discussion in closed session regarding the NJ American Water tax appeal he needs a motion to approve the stipulation of agreement to settle the case.

Mr. Morrow made a motion to approve the stipulation of agreement for the tax appeal with NJ American Water, seconded by Ms. Pangia.

There being no question, the roll was called.

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

Ayes: 4

Nays: None

Motion Approved

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

Respectfully submitted,

Jamey Eggers, Township Clerk