

**WORK SESSION  
MUNICIPAL BUILDING**

**April 25, 2017  
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 11, 2017 and posted on the bulletin board on the same date.

**ROLL CALL:** Mr. Burrell, Mrs. Kolodi, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone were present.

**ALSO PRESENT:** Mr. Shotts, Solicitor, Mr. Winckowski, Engineer, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

**SCHNEIDER ELECTRIC**

Mr. Catrambone reported that Schneider Electric was not able to attend tonight and this will be moved to the next work session.

**GREEN TEAM – DISCUSSION ON ASH TREE ISSUE**

Al Carp, Green Team, discussed with Council problem in Delran with Emerald Ash Borer. Within the next few months they will be surveying the Township to determine the areas with Ash Trees and also any that are on Township property. Mr. Carp noted that all the Ash Trees will be dead within fifteen years. According to the information it is very expensive to remove because they shatter like an icicle. We have to alert the residents of the problem and either the trees will need to be treated or removed. If residents believe they have an Ash Tree, they can contact the Green Team and they can go out at check. Mr. Carp stated that they need to put information out in the newspaper.

Mrs. Kolodi asked if this bug is in the surrounding towns.

Mr. Carp stated that it was found in Cinnaminson, Westhampton and Easthampton.

Mr. Catrambone asked if the tree is treated will that guarantee that the tree will live.

Mr. Carp stated yes, if treated in time.

Mr. Catrambone stated that Ash Trees are very popular in his neighborhood.

Mr. Schwartz stated that just to clarify what the Green Team is asking, they are going to inventory the Ash Trees on Township property and create a public outreach campaign to reach the residents.

Mr. Carp stated yes.

Mrs. Kolodi asked if the tree is healthy will it still splinter when it is removed.

Mr. Carp stated no only when the tree becomes infected.

Mr. Schwartz asked if the information that the Green Team provided is what they want they want to get out to the residents.

Mr. Carp stated yes, the most important information is the Ash Tree identification and managing your Ash Tree.

Mr. Schwartz asked whether the Green Team should be performing the inventory of the Township's Ash Trees or whether it should be a Township official.

Mr. Carp stated that the trees are very easy to identify.

Mr. Hatcher stated that we will get the Township employees that have experience to help identify the trees on Township property.

Mr. Catrambone thanked Mr. Carp for putting this information together. We will work on getting the information out to the residents.

### **2017 SEWER BILLING**

Mr. Catrambone stated that we discovered a discrepancy in the sewer bills a few weeks ago. So everyone is clear, the discrepancy was in that the ordinance calls for water usage in Jan, Feb and March of the prior year in order to calculate the billing for this year. Normally the information we received ran from a period of Dec. 15<sup>th</sup> – March 15<sup>th</sup> as NJAW does not bill from Jan 30<sup>th</sup> to March 31<sup>st</sup>. For this billing sent usage that ran from approximately Jan 15<sup>th</sup> to April 15<sup>th</sup>. About 60% of the residents were not affected but some residents were either overbilled or under billed. Mr. Catrambone stated that he is suggesting we rebill the entire town. Mr. Hatcher was already began his assessment and is working with the Tax Collector. Mr. Catrambone recommended that we also adjust the ordinance to reflect the correct information and billing cycle used by NJAW. Mr. Catrambone apologized for the inconvenience. Mr. Catrambone recommended that with Council's approval, no interest penalties be incurred due to the error.

Mrs. Kolodi asked if a letter will be included with new bills to explain the issue.

Mr. Catrambone stated yes.

Mr. Schwartz asked if Mr. Shotts has reviewed the ordinance.

Mr. Shotts stated that he has not.

Mr. Schwartz stated that he does not feel we are putting ourselves in the best position by using the Jan 15<sup>th</sup> reading since the ordinance reads water usage from Jan, Feb and March and not water readings. Since we know that the Jan reading includes information from Dec, we may want to disregard the reading since we can't determine what portion is from January. Maybe a legal opinion would be appropriate after review.

Mr. Shotts stated that initial thought is that the billing will be short of the three months and we don't know what the impact will be.

Mr. Schwartz stated that it would not impact anyone that is billed the minimum. His concern is we are not billing based on what the ordinance says.

Mr. Shotts stated that he will review the ordinance.

Mr. Catrambone stated that we will never be able to get the usage from Jan, Feb and March from NJAW and we need to adjust the ordinance. We certainly value the legal opinion but the bills have always been based off the usage information provided by NJAW running from mid-Dec to mid-March.

Mr. Hatcher stated that NJAW reading dates vary throughout town so the ordinance will need to be written in a way that accommodates that.

Mr. Shotts stated that he will take that into account.

### **USE OF COURT ROOM FOR MACULAR DEGENERATION SEMINAR**

Mr. Catrambone asked if there is any conflict with the use.

Ms. Eggers stated no. They will be holding the seminar on an evening in June from 6-8 PM.

Mr. Schwartz suggested that we also approve their request for food.

Mr. Catrambone stated that they are requesting light refreshments and suggested that we limit that to the lobby area. Council agreed to approve the request.

Ms. Eggers stated that she will confirm the date with Alvina Wilson from the RAC who will be running the event. They indicated that they will need to have at least 50 people to put on the full extent of the seminar so now that they have the okay they can start promoting the event.

### **SHORE LINE PROTECTION PROGRAM**

Mr. Catrambone stated that before Mr. Hatcher discusses this issue he wanted to let Mr. Gilbert know that we checked into the \$11,000,000 in grant that he brought to our attention at the last work session. Those funds were only available for seven counties and Burlington County was not one of those counties.

Mr. Gilbert stated that when we spoke to Ron Simone from North Wildwood he never mentioned that it was only available to certain counties. Mr. Gilbert provided the phone number for Mr. Simone. Mr. Gilbert stated that he also told him to visit grants.gov.

Mr. Catrambone stated that we will have the Engineer or Mr. Hatcher reach out to Mr. Simone.

Mr. Hatcher stated that with regards to the Shore Line Protection Program the Engineer is suggesting that we update and resubmit the grant application.

Mr. O'Connell made a motion authorizing the Engineer to update and resubmit the Shore Line Protection grant application, seconded by Mr. Burrell. All were in favor, motion approved.

## **REPORTS**

**Ms. Eggers** – No report.

**Chief Parente** – No report.

**Mr. Hatcher** – Mr. Hatcher reported that we had a request from employee Joe Russell, who is a Den Leader for Delanco Scouts and he has nineteen webelos that he would like to bring to the sewer plant for a tour. There is a badge that they can earn by touring the facility. He would like to do the tour on a Saturday afternoon on his own time. Council agreed.

Mr. Hatcher stated that we have had an ongoing issue with the cameras at Community Park because the speed is not correct. When they installed the receiver on our antenna it interfered with the DPW communications. They determined that if they install the receiver on the Burlington County antenna it will resolve the problem. They spoke to the County and the County has requested a letter from the Township requesting that the receiver be placed on their antenna. Council agreed to allow Mr. Hatcher to send that letter.

Mr. Hatcher stated that yesterday he had a meeting with PSE&G and they will be doing vegetation management for trees that are interfering with their wires. They have identified all the trees that will need trimming and they will give the residents an opportunity to have the tree totally removed if they wish. Mr. Hatcher stated that he will send the information to Council and indicated that we may receive some complaints.

**Mr. Shotts** – No report.

**Mr. O'Connell** – Mr. O'Connell stated that the Mayor asked him to pass on the message that he wanted to be here tonight but had a procedure done today and not feeling well.

Mr. O'Connell stated that he received another letter regarding parking on Summerhill Drive and asked the Chief to review the issue for discussion at future meeting.

Chief Parente stated that he already provided Mr. Hatcher will a memo.

**Mr. Burrell** – No report.

**Mr. Schwartz** – No report.

**Mrs. Kolodi** – Mrs. Kolodi stated that the Delran AA would like to hold a park opening celebration on May 13<sup>th</sup> and asked that Hartford Road be closed from approximately 8:30 to 9:15. The parade would start at Pizza Hut and continue into Delran Community Park. At this point there is no rain date.

Mrs. Kolodi reported that we also received a \$15,000 donation from ShopRite and they would like to have their name placed on the concession stand as the sponsor. Since it is not a large area they would also like to place another sign on the back of the building. Mrs. Kolodi stated that Mr. Kennedy will be getting the artwork for the sign and asked that Council think about the request.

Mrs. Kolodi stated that it seemed most didn't like the idea of placing the wall of honor on the concession building. She asked that if anyone has any suggestions to let her know.

Mr. Catrambone suggested that we talk with Jake's Place to see what their intentions are for donor sign to keep them consistent.

Mrs. Kolodi stated that she believes Jake's Place will be doing the bricks for the walkway. Mrs. Kolodi stated that the Delran AA is also selling bricks and they will be doing the walkway to the concession building.

Mrs. Kolodi stated that there is a section of fencing missing along Community Park and asked if it would be possible to extend the fence or installed hedges to keep people from walking down the hill.

Mr. Hatcher stated that we talked about the possibility of hedges. When we did the walk through with the Engineer that was one of the areas we pointed out and asked the Engineer for recommendations. He will reach out to the Engineer to follow up.

Mrs. Kolodi stated that she was approached by a resident out at Community Park that indicated that are handicap parking spaces in front of where Jake's Place will be but there are no handicap parking spaces anywhere else. They asked if it would be possible to make the first three or four spots facing the field handicap parking spots so they are not so far away.

Mr. Hatcher stated that the Engineer makes sure that the handicap parking is in compliance. Mr. Hatcher stated that he will reach out to the Engineer.

Mrs. Kolodi asked if we can ask the Green Team to place flowers around the flag pole or if that has to do through the Engineer. Council agreed that if they can maintain the area they do not have an issue. Mrs. Kolodi stated that she will reach out to the Green Team and ask them to submit a plan for the area.

**Mr. Catrambone** – Mr. Catrambone reported that there is a street pole on Southview Drive that is leaning and provided the pole number.

Mr. Hatcher stated that he will report the issue to PSE&G.

Mr. Hatcher reminded Council that the reburying of the time capsule will be held at the municipal building on April 29<sup>th</sup> at 11:00 A.M.

Mr. Catrambone reminded Council that Financial Disclosure forms are due to be filed by May 30<sup>th</sup>.

## **PUBLIC PORTION**

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

Tom Lyon, 33 Heather Glen Lane, commented in response to the Green Team's presentation that we have a lot of local tree services and recommended that we had the local businesses to our information for the residents that need to have Ash Trees removed or treated.

Bob Gilbert, 75 Stewart Avenue, thanked Delran Home Depot for their donation of a toilet and all parts for a disabled veteran.

Mr. Gilbert asked that when the Engineer updates the Shore Line Protection Grant that he emphasizes the Sewer Plant at that if were to go into the creek the entire town is in trouble.

Mr. Catrambone stated that he is sure the Engineer will handle that.

Mr. Gilbert stated that Mt. Laurel received two \$25,000 grants from Investors Foundations for their concession building.

Mrs. Kolodi stated that Investors also donated \$2500 to Community Park and will be donating more.

Mr. Gilbert stated that driving around there are braches everywhere and piles of leaves. Mr. Gilbert asked if we are collecting branches.

Mr. Catrambone stated that branch collection is in full swing along with leaf collection for the month of April. After a storm, everyone puts out braches.

Chuck Stahl, 184 Natalie Road, stated that while amending the sewer ordinance, Council may want to indicate that the sewer bills will be based off of the NJAW bills that close in Jan, Feb and March.

Mr. O'Connell 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. Burrell made a motion, seconded by Mrs. Kolodi to enter into closed session for discussion on the following issues: CWA Contract Negotiations, DPA Contract Negotiations, and Litigation Fair Share Housing v. Delran Township. All were in favor, motion approved.

Mr. Schwartz was absent for the closed session portion of the meeting.

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

Mr. Burrell 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