

**WORK SESSION  
MUNICIPAL BUILDING**

**May 11, 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, Mr. Burrell were present.

**ALSO PRESENT:** Mr. Catrambone, Mayor, Mr. Siciliano, Solicitor, Mr. Hatcher, Administrator, and Ms. Eggers, Clerk, Mr. Winckowski, Township Engineer

**DISCUSSION ON OPENING MUNICIPAL BUILDING TO THE PUBLIC**

Mr. Burrell stated next for discussion is the opening of the municipal building to the public which includes general operations and public meetings.

Mr. Hatcher stated that in looking at what some of the other municipalities are doing and the fact that all of our employees have had the opportunity to get the vaccination for the virus, he believes we will be ready to open on June 1<sup>st</sup>.

Mr. Catrambone asked if there been decision from the State regarding the Courts.

Mr. Hatcher stated that he does not believe court sessions will open this year.

Mr. Burrell stated that he has no objection to opening on June 1<sup>st</sup> and asked if Council has any objections or thoughts. There were no objections from Council.

Ms. Eggers asked about opening the community rooms.

Mr. Hatcher stated that there is an issue there because it is just one open room and some of the groups come in with children it is going to be difficult to keep them apart. He stated that we may want to hold off on opening the rooms at this time for groups involving children but does not have an issue with adults using the room. He feels we can give them the spacing requirements needed We can look into that a little further between now and June 1<sup>st</sup>.

Mr. Catrambone stated that he sounds like a good plan. He will talk more with Mr. Hatcher and we will make that announcement after June 1<sup>st</sup>.

**TREE COMMITTEE RECOMMENDATIONS**

Mr. Burrell stated that next we have our tree committee recommendations. This is a detailed report that was prepared by the committee and we want to thank them for their time. Some of those members on the Green Team are here tonight. If there is anything that someone would like to add please raise your hand. We don't need any action tonight as it is a pretty in-depth and well-organized committee report. First, I want to thank the volunteers of the group who helped out to prepare this report. Part of the reason this committee was put

together was to try to figure out better ways to stop development from coming in and clearing down large swaths of trees. We cannot stop them from clearing land but we can hold them more accountable for the trees they are taking down and hopefully allow them to give back to the community in some capacity. We had a very in-depth conversation, we compared ordinances from around Burlington County up to North Jersey as well. We also spoke with the tree expert at CME, who graciously volunteered her time to give us some feedback. The Committee is proposing is that anyone can take down five trees per year unless the trees are exempted. Exempt trees include replacing dead trees, diseased, damaged or trees within 15 feet of an existing structure or removing as a part of the building permit. That allows residents to remove five trees per year plus any trees in the exempt category. Anything after that would require them to essentially create a plan where they would a) show us they are going to replace those trees on their property or (b) pay us to replace those trees somewhere else. Essentially what that does is allows for residents to be able to make reasonable changes to their property. Where we really have some teeth is folks that want to come in and rip down acres worth of trees as they obviously fall into that second bucket where they need a plan and have to pay to have them replaced. Mr. Burrell asked if there are any questions or thoughts from Council about this procedure. Mr. Burrell noted that most towns require a tree permit.

Mr. Smith asked if this only included trees planted in the ground.

Mr. Burrell stated yes, this would include trees at least 12 inch in diameter.

Mr. Catrambone asked Mr. Hatcher which office would handle the issuance of the tree permits.

Mr. Hatcher stated that in reading the report it appears Public Works would probably be the best department, although it is an extremely busy department which is something we would have to work around.

Mr. Lyon stated that he likes the idea and the flow chart was great to take a look at, moving towards Tree City. That is always a good thing in today's world.

Mr. Burrell stated that there is a long list of benefits to doing this and one of them is Tree City which will take us to the next level on our sustainability certification.

Ms. Parejo asked how much does the permits cost?

Mr. Burrell stated that this is something Council will get to decide. Mr. Burrell stated that we can take some time reviewing the recommendations and think about the implications. Some recommendations may stay and some may not. This is going to take some time and digest. Ultimately, we can figure out an amount for the permitting.

Ms. Parejo agreed.

Mr. Catrambone stated that that the work product that came from this Committee was pretty remarkable. They are passionate about trees and just the fact that they worked so hard on this to give Council all the details you could possibly imagine.

Mr. Burrell reported that the Committee went so far in-depth that they read ordinances and read the Supreme Court opinions about those ordinances. There is a lot of work behind every sentence of this

report and as the Mayor said, I want to thank the Committee for all their hard work for putting this together. Mr. Burrell asked that additional discussion be added to the next work session agenda.

### **TAXI ORDINANCE**

**Mr. Burrell** stated that next is our Taxi Cab Ordinance. The recommendation from Mr. Siciliano's office is to repeal the ordinance.

After discussion, Council agreed to repeal the ordinance. Mr. Siciliano will prepare an ordinance for the next agenda.

### **NOISE ORDINANCE**

Mr. Burrell stated that next up for discussion is the noise ordinance.

Mr. Siciliano stated that this required considerably more and he would like to give credit to his co-counsel who is on the meeting as well. We have provided a model ordinance. This ordinance is needed and in reading the current ordinance there are contradictory sections. Our office had some conversation with our new Prosecutor Greg Perr who has had great difficulty enforcing the ordinance because some of the definitions are vague. The model ordinance talks about quantifiable decibel levels which can be traced. This is a much better, cleaner, more modern ordinance similar to what we did with the snow ordinance. Our recommendation is that we repeal the current ordinance in its entirety and replace it with this new ordinance.

Mr. Burrell asked Mr. Hatcher if we are having issues enforcing the current ordinance, police or code enforcement and are we having issues getting not convictions, but charges or getting resolutions.

Mr. Hatcher stated that usually the Police are the ones that end up enforcing the ordinances. One of the issues even with this ordinance is having someone who has the ability to measure the noise. The piece of equipment is not cheap and there is a certification required. The County Health Department has an individual that is certified but if it is a call in the middle of the night, they are not coming out to measure. It is one of the difficulties with enforcement in that area.

Mr. Catrambone stated that certainly he is very concerned about commercial noise impacting residents but also wants to make sure we are not making this so tight that there are issues with Swim Club events or residents having a particular party in their backyard.

Mr. Siciliano stated that for a private events and/or backyard party we can build something into the ordinance so that an organization, a homeowner or resident has the ability to register with the Township.

After additional discussion, Council agreed to gather more information from the Acting Chief and the Township Prosecutor.

### **NJ DOT GRANTS/NJ LOCAL PARK RECREATION GRANT**

Mr. Winckowski reported that the DOT grants are out and they are due July. We would recommend applying under the Municipal Aid grant for Haines Mill Road. It is such a long road. We could use two installments to subsidize as much as we can to continue to get that repaved. The other two grants are

Bikeways and Safe Streets to transit. Under Bikeways we have been applying for a trail to connect Notre Dame Park and Delran Community Park and for Safe Streets to Transit we applied for sidewalks along Chester. With the Holy Cross development going we recommend continuing to apply for sidewalks along Chester Avenue under the Safe Streets to Transit Grant. For Bikeways we recommend continuing with the trail to connect Notre Dame Park and Delran Community Park

After discussion, Council agreed with the recommendations.

Mr. Winckowski stated that is no action I need done tonight. Resolution will be on a future agenda for approval.

Mr. Winckowski stated that the next item is the Park Development grant. This grant is approximately a \$2,500,000.00 grant. We are recommending we apply for Ash Street playground over in the Mulberry area. The playground equipment is old and the basketball court needs resurfacing. Reading the grant application solicitation letter, it appears this is an area they are targeting. If Council agrees, he would need a Resolution tonight as the grant is due in two weeks. We will apply for \$200,000 to \$250,000.00 which will include a replacement of all the playground equipment, basketball court resurfacing and basketball nets. We will also include some incidentals including picnic tables, sidewalks and fencing.

After discussion, Council agreed with the recommendation. Mr. Burrell asked for a motion to adopt Resolution 2021-90.

**Township of Delran  
Resolution No. 2021-90**

**Resolution:        Approval to submit a grant application and execute a grant contract for the FY-2021 Local Recreation Improvement Grant**

NOW, THEREFORE, BE IT RESOLVED that the Council of the Township of Delran formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as 2021-04960-0756 Mulberry Street Park Improvements on behalf of the Township of Delran.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Delran and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Mr. Lyon made a motion to adopting Resolution 2021-90. The motion was seconded by Mr. Jeney.

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

Ayes: 5

Nays: None

Motion Approved

## **DISCUSSION REGARDING CANNABIS**

Mr. Burrell asked Mr. Winckowski to discuss the Master Plan Proposal to address cannabis issues.

Mr. Winckowski stated that the decided track for the legalization of cannabis and zoning to allow for that use in town is an amendment to the Master Plan which was just redone. We have to draft an amendment to allow for cannabis use. There are about four or five sub-uses of cannabis from distribution, to retail, to growing. Our planning staff needs to submit a report before the Planning Board approval. The report will outline specifically where and how to regulate the use, what types of sub-uses should go where. Mr. Winckowski reported that he can see it focusing on growing and wholesaling within the industrial zones and allowing some of the marketing, retail, and smaller distribution type uses along the Rt. 130 corridor and heavy business areas. What this proposal does is to authorize us to proceed in putting that plan together with the assistance with the other Township professionals and the Planning Board.

Mr. Burrell stated that for the record, this was not listed on the agenda as it was added last minute. Mr. Winckowski planned on discussing it in his report. Everyone should have received the proposal via email. This will allow our Planning Board to sit and evaluate the best places for cannabis if they choose.

Mr. Winckowski reported that this will come back to Council for different recommendations. It will make it a lot easier for Council to see what the neighboring regions are doing and put that all together based on a thorough discussion at the board level.

Mr. Catrambone stated that the reason this was brought in is because there is a time line and as we all know, government moves in small steps. We need to keep these steps moving because as the deadlines are coming up we don't want to miss them.

Mr. Burrell asked if there are any questions from Council. There were no questions.

Mr. Burrell asked for a motion to adopt the following Resolution.

### **TOWNSHIP OF DELRAN RESOLUTION 2021-91**

#### **AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING SERVICES RELATED TO THE MASTER PLAN**

**WHEREAS**, the Township of Delran has adopted a Resolution authorizing re-examination of the Township Master Plan; and

**WHEREAS**, the Township Council desires to have CME Associates, the Township Engineer, perform services related to the Master Plan in an amount not to exceed \$9500.00; and

**WHEREAS**, the CFO has provided a certification of funds for the engineering services.

**NOW THEREFORE, BE IT RESOLVED** that the Township Council authorizes and directs the Township Engineer to provide the above-mentioned services upon effective date of the ordinance according to law.

Mr. Lyon made a motion adopting Resolution 2021-91. The motion was seconded by Mr. Smith.

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

Ayes: 5

Nays: None

Motion Approved

## **REPORTS**

**Ms. Eggers, Clerk** – No report.

**Mr. Hatcher, Administrator** – Mr. Hatcher stated that he wanted to clarify the removal of his name on the procurement card Resolution. He did not feel that it was proper for him to have oversight over himself and that is why his name was removed.

Mr. Hatcher reported that County is continuing with the repaving of Fairview Street and the project will continue for the remainder of the week. They are trying to keep traffic open but it would be best to try and avoid Fairview Street as there is quite a bit of traffic backup.

Finally, Mayor and Council may still be getting questions on the guidelines regarding the American Recovery Plan. Guidance from the State has not been provided and funds have not been received by municipalities under 50,000 population. We expect the funds within the next thirty days along with the guidance.

**Mr. Catrambone, Mayor**- Mr. Catrambone reported that following the recent resignation of our Township Construction Code official two weeks ago, he has appointed a replacement effective tomorrow.

As of June 1<sup>st</sup>, the Township Building will be open to the public. This does not mean the guidelines are off. Anyone who engages with the Township still must wear a mask, abide by social distancing and safety guidelines.

Covid vaccine pop up clinics will be taking place at the Calvary Church June 4<sup>th</sup> and 7<sup>th</sup>. It will be the Pfizer vaccine. It will be available to all residents and eligible age groups. Friends and neighbors in surrounding towns are eligible as well. You will get your first dose and then twenty-one days later the second dose. There will be no first doses on the second dose date. Information will be available for signing up.

Mr. Catrambone asked Mr. Siciliano if Council needs to confirm the appointment of the Construction Code Official.

Mr. Burrell stated that there is a resolution drafted to discuss in close and Council will potentially take action after.

Mr. Hatcher stated that as per the code, Council has to confirm the appointment.

Mr. Siciliano stated that he did not receive a copy of that resolution.

Mr. Burrell stated that it was not in the packet. It essentially confirms the appointment.

Mr. Siciliano requested a copy be sent to him for review.

Mr. Burrell stated that since this is a personnel issue it will be added to Executive Session and Council will act to confirm the Mayor's appointment.

**Mr. Catrambone** congratulated Council President Tyler Burrell as he will this weekend graduate from law school. We couldn't be prouder of everything he has done.

**Mr. Siciliano, Esq.** – No report.

**Mr. Winckowski** – Mr. Winckowski reported that bid openings up for Conrow tomorrow and Stewart Avenue. We received twenty to twenty-five different contractors picked up bids for both projects and we are hoping it comes in pretty aggressive.

Mr. Winckowski reported the contractor was out at Barlow Chevrolet repairing the sidewalk. They will be fixing the lateral and replacing the driveway apron tomorrow. The sewer was repaired a few weeks ago with the new liner.

Mr. Winckowski stated that we received notification from the County that the Township received \$75,000 for this round of CDBG funds which will be used for additional handicap ramps over by Hunter Drive. Priority one is the ramp we applied for multiple times over at Echo Court down to the school.

Lastly, NJ American Water sent out a notice to certain residents stating they are going to be replacing the water mains on Notre Dame Drive. We briefly discussed repaving that road once they are done. We have had discussions with the water company about how we are going to split the costs of resurfacing the road. We are going to get half of the repaving paid for by New Jersey American Water. We are not sure if we are going to be able to repair it this year or next Spring, but we are going to send out a letter on behalf of the Mayor and Council letting the residents know that after the utility work is done the road will be repaved.

Mr. Burrell stated that he saw the letter the water company is sending around and asked that we add that information to the Township website.

**Ms. Parejo** – Ms. Parejo thanked Congressman Kim and the Mayor for putting together the Pop-up vaccine clinics. It is a great way to reach residents that haven't been able to have access to the vaccine She is looking forward to attending and helping out at those events.

**Mr. Smith** – Mr. Smith reminded residents that we have a refrigerator recycling day coming up on May 12th and May 26th. On Saturday, May 15<sup>th</sup> the public works yard will be open.

Mr. Smith reported that the FDA has approved the Pfizer vaccine for those ages 12 through 15. We will see some of the younger folks out there at the pop-up vaccination clinic at the Calvary Church on June 4<sup>th</sup> and 7<sup>th</sup>.

**Mr. Jeney** - No report.

**Mr. Lyon** – Mr. Lyon reported that it was a great report put together by the Green Team, the members of Council and the young man from the High School, Diego.

Mr. Lyon thanked the Police Department. We had some vandalism and other activities that have popped up and they have stepped up patrols.

Regarding trash issues, please bear with us.

Mr. Lyon thanked Mr. Winckowski for staying on top of the Barlow repairs.

Mr. Lyon congratulated Mr. Burrell on his graduation from law school.

**Mr. Burrell** –Mr. Burrell thanked you everyone for their congratulations.

### **PUBLIC PORTION**

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

Mr. Egan congratulated Mr. Burrell on graduating Law School and wished him good luck with the bar. Mr. Egan asked what initiated the noise ordinance being on the agenda tonight.

Mr. Burrell stated there are not residential issues but commercial properties that have been working late into the evening and disturbing residential homes. We have taken a look at several of the ordinances and spoke to our Solicitor and through that process we discovered problems enforcing the ordinance. We had our Solicitor put together a memo to give us some background on ways to improve that ordinance.

Mr. Egan stated that he has new neighbors who have been making a lot of noise having parties. It's a quality of life issue. He lives on a quiet street, Shelly Lane. He is fearful this summer it is going to be worse. He doesn't know what to do at this point and asked if he should contact the Police Department.

Mr. Burrell stated that this demonstrates why we need to update the ordinance because there are some obvious issues with it.

Mr. Hatcher stated that he should call the police and bring it to their attention. We will see what we can do in terms of addressing with the ordinances we have now.

Mr. Burrell stated that he can go to the police station at any time and file a complaint.

Mr. Egan stated that he is in construction and asked if Mayor and Council have heard of micro-surfacing or if that is something Council may want to look into. He feels Haines Mill Road would be a good candidate for micro-surfacing and it costs a lot less money to do that than a full asphalt paving. It extends the life of the roadway for about five to seven years.

Mr. Burrell stated that roads he mentioned Haines Mill Road, Tenby Chase and Conrow tend to be heavily traveled on and tend to break down a lot quicker and crack.

Mr. Winckowski stated that micro surfacing is a different type of rehab. The type of wear and tear we get out of these roads, we haven't had success with micro surfacing roads like this. It is better for rural, more lengthy roads where you can put the equipment out there and run for miles. We will explore all options to save money and getting the most out of it.

Mr. Egan stated that Pennsauken did a section of Rt. 130 using micro-surfacing process.

Mr. Winckowski stated that was a DOT project and they run miles. Micro surfacing is better for a lengthy project.

Matt Gabor, 873 Waterford Drive asked where in priority order is the athletic association fields. There was a meeting with Bill Toth the AA President and some members of Council.

Mr. Burrell reported that he had a call with the Mayor this morning. Last meeting, we appointed a field committee with members of the AA, Administration, Public works, Council and members of the Soccer Club. The Mayor is going to meet next week with all those groups to see how we can better maintain those fields. The Mayor is also working to address some specific issues with the Administration.

Mr. Catrambone stated that is exactly right. We will likely have the meeting next week.

There were no additional public comments.

Mr. Lyon made a motion to close the public portion of the meeting, seconded by Mr. Smith. All were in favor, motion approved.

### **EXECUTIVE SESSION**

At this time, Mr. Burrell asked for a motion to adopt Resolution 2021-89 authorizing the executive session.

#### **TOWNSHIP OF DELRAN RESOLUTION 2021-89**

#### **AUTHORIZING EXECUTIVE SESSION TO DISCUSS THE FOLLOWING: CONTRACT NEGOTIATIONS-DELRAN PATROLMAN'S ASSOCIATION, PERSONNEL MATTER-CONSTRUCTION CODE OFFICIAL**

**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 May 11, 2021, for the following reason:

1. Contract Negotiations-Delran Patrolman's Association
2. Personnel Matter-Construction Code Official

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

Mr. Jeney made a motion, seconded by Ms. Parejo to adopt Resolution 2021-89.

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

Mr. Burrell asked for a motion to approve Resolution 2021-92

**TOWNSHIP OF DELRAN  
RESOLUTION 2021-92**

**APPOINTING CONSTRUCTION CODE OFFICIAL**

**WHEREAS**, a vacancy exists in the joint position of Construction Code Official for the Township of Delran and the Head of the Department of Inspections as the Director of Inspections for the Township of Delran; and

**WHEREAS**, the Construction Official is to serve as the Head of the Department of Inspections under § 20-66 of the Township of Delran Municipal Code as the Director of Inspections; and

**WHEREAS**, to serve as the Director of Inspections such appointment is to be done “by the Mayor with the advice and consent of Council” per § 20-66 of the Township of Delran Municipal Code; and

**WHEREAS**, the Township has a need to hire a replacement Construction Code Official on a provisional basis for a minimum of thirty hours per week for an annual salary of \$75,000.00; and

**WHEREAS**, under N.J.S.A. 52:27D-126 municipalities in the State of New Jersey are to appoint Construction Code Officials by resolution which shall “set the total number of weekly hours of operation of the construction official's office and the total number of weekly work hours of the construction official, commensurate with the compensation paid to the construction official.”

**NOW, THEREFORE BE IT RESOLVED** that the Township Council of the Township of Delran hereby confirms the Mayor’s appointment of William Lunemann as Construction Code Official as outlined above.

Mr. Lyon made a motion, seconded by Mr. Jeney to adopt Resolution 2021-92.

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

Respectfully submitted,

Jamey Eggers, Township Clerk