

**WORK SESSION
MUNICIPAL BUILDING**

**August 15, 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, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone were present. Mrs. Kolodi was absent.

ALSO PRESENT: Mr. Paris, Mayor, Mr. Shotts, Solicitor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

NJDOT 2018 STATE AID PROGRAMS

Mr. Hatcher stated that grant programs include Municipal Aid, Transit Village, and Safe Streets to Transit grants. The applications must be submitted on or before October 6, 2017. The Township received funding in 2017 through the Municipal Aid program for improvements to Hartford Road. Mr. Hatcher recommended that we continue with Hartford Road for the 2018 Municipal Aid program.

Mr. Winckowski stated that we received Municipal Aid in the amount of \$193,000 for improvements on Hartford Road from Bridgeboro to the Moorestown border. The estimate for that area is double that amount and recommend. Mr. Winckowski recommended that the Township apply for Hartford Road again under the 2018 Municipal Aid program and continue the two grants in order to complete the project. Council agreed.

Mr. Winckowski stated that we have also applied for the Bikeways Grant and Safe Streets to Transit. We were successful in the Safe Streets to Transit Program for the installation of sidewalks along Route 130 and Fairview Street. Last year we applied for sidewalks along Chester Avenue for the Safe Streets to Transit program and Hartford Road for the Bikeways programs. The Bikeways program is a highly competitive program. We can continue to apply for that road but it is a small pot of funding and we do not have a strong application.

Mr. Schwartz stated that it was brought to his attention that there is difficulty with the Fairview Street jughandle and he asked if that would fall under the Safe Streets to Transit program.

Mr. Winckowski stated that it would but that jughandle is being improved by Lidl with as part of their supermarket approval. The will be widening the jughandle to two lanes with sidewalks and crosswalks installed.

Mr. Schwartz stated that to get from the bus stop on one side of Route 130 to the other requires three crossings. He asked if there is anything we could apply for to improve that.

Mr. Winckowski stated that is definitely a project that would fit the Safe Streets to Transit program. The DOT is doing a similar project at Chester Avenue and Route 130 and Haines Mill Road and Route 130. That should be sometime in the next year. Mr. Winckowski stated that

installation of in road flashing beacons would also be a good project for the crosswalk in front of Hunter's Glen. We would need DOT approval to install in their right-of-way. It is also possible additional improvements would be required to bring the intersections and crosswalk into compliance with ADA standards.

After discussion, Council agreed to include both the forth crosswalk at the Fairview Blvd. and Route 130 and installation of in road flashing beacons at the crosswalk in front of Hunter's Glen in the Safe Streets to transit application.

Mr. Winckowski stated that he will try and reach out to the DOT for some feedback before we need to adopt the Resolutions at the next meeting.

CLAY STREET PUMP STATION

Mr. Hatcher stated that this project was included in the 2017 Capital Budget and the ordinance for the funding has been adopted. The next step would be to authorize the CME Associates to begin the engineering. The estimated fee for engineering is \$307,000.

Mr. Winckowski stated design of the pump station is outdated and needs to be upgraded.

WEIR TANK CLEANING IMPROVEMENTS

Mr. Winckowski stated that the system is also outdated and a lot of manual labor is being spent on maintenance. The estimated fee for engineering is \$27,000.

Council agreed to adopt the following Resolutions authorizing the engineering for the above two projects.

TOWNSHIP OF DELRAN RESOLUTION 2017-152

AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING SERVICES FOR THE CLAY STREET PUMP STATION REHABILITATION IN AN AMOUNT NOT TO EXCEED \$307,000

WHEREAS, the Township of Delran has authorized Ordinance 2017-09 to provide funding for the Clay Street Pump Station Rehabilitation; and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete the design, Permit and Bid Phase along with Survey and Construction Phase Services in an amount not to exceed \$307,000; 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.

Mr. Burrell made a motion, seconded by Mr. O'Connell to adopt Resolution 2017-152.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4
Nays: None

Motion Approved

**TOWNSHIP OF DELRAN
RESOLUTION 2017-153**

**AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING FOR THE WASTE
WATER TREATMENT PLANT TANK WEIR CLEANING IMPROVEMENTS
IN AN AMOUNT NOT TO EXCEED \$27,000**

WHEREAS, the Township of Delran has authorized Ordinance 2017-09 to provide funding for the Waste Water Treatment Plant Tank Weir Cleaning Improvements; and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete the design, Permit and Bid Phase along with Survey and Construction Phase Services in an amount not to exceed \$27,000; 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.

Mr. O'Connell made a motion, seconded by Mr. Burrell to adopt Resolution 2017-153.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4
Nays: None

Motion Approved

**ENGINEERING/ARCHITECTURAL SERVICES – MUNICIPAL BUILDING ROOF
REPLACEMENT**

Mr. Winckowski reported that this project was included in 2017 capital budget. The municipal building roof is over twenty years old and there have been multiple reports completed by CME Associates along with an Architect and a roof manufacturer that indicates the roof needs to be replaced. Authorization is needed to have CME Associates and their Architect to prepare the plan and specifications this fall for a January bid date and spring construction. The project estimate for the roof replacement is approximately \$1,700,000 and the engineering estimate is \$98,000.

Mr. Catrambone asked for a motion to approve the following Resolution.

**TOWNSHIP OF DELRAN
RESOLUTION 2017-154**

AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING AND ARCHITECTURAL SERVICES FOR THE MUNICIPAL BUILDING ROOF REPLACEMENT PROJECT IN AN AMOUNT NOT TO EXCEED \$98,000

WHEREAS, the Township of Delran has authorized Ordinance 2017-07 to provide funding for the Municipal Building Roof Replacement Project; and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete the design, Permit and Bid Phase along with Survey and Construction Phase Services in an amount not to exceed \$98,000; 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.

Mr. O'Connell made a motion, seconded by Mr. Burrell to adopt Resolution 2017-154.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4

Nays: None

Motion Approved

DELRAN COMMUNITY PARK PHASE IV-SPORTS LIGHTING

Mr. Catrambone stated that this project is based on a County grant we received in the amount of \$180,000. The estimate for engineering services is \$16,500.00. Mr. Catrambone asked for a motion to approve the following Resolution.

**TOWNSHIP OF DELRAN
RESOLUTION 2017-155**

AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING SERVICES FOR THE DELRAN COMMUNITY PARK PHASE IV IMPROVEMENTS (SPORTS LIGHTING) IN AN AMOUNT NOT TO EXCEED \$16,500

WHEREAS, the Township of Delran has authorized Ordinance 2017-08 to provide funding for the Delran Community Park Phase IV Improvements (Sports Lighting); and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete the design, Permit and Bid Phase along with Survey and Construction Phase Services in an amount not to exceed \$16,500.00; 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.

Mr. Burrell made a motion, seconded by Mr. O'Connell to adopt Resolution 2017-155.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4

Nays: None

Motion Approved

Mr. Winckowski stated that project will include lighting on the mid-size field and hopefully the synthetic field.

RECYCLE WASH WATER EVALUATION

Mr. Hatcher stated that this is not a capital items as the cost for this evaluation was put into the Sewer Budget. Council will need to adopt a resolution authorizing the engineering services at a cost of \$20,000.

Mr. Winckowski reported that hopefully the study reveals an easy and inexpensive project that will allow us to use our own recycle water instead of having to purchase the water. This could potentially save a significant amount of money.

Mr. Catrambone asked for a motion to approve the following Resolution.

TOWNSHIP OF DELRAN RESOLUTION 2017-156

AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING SERVICES FOR THE RECYCLE WASH WATER SYSTEM UPGRADE EVALUATION IN AN AMOUNT NOT TO EXCEED \$20,000

WHEREAS, the Township of Delran provide funds in the 2017 Sewer Utility Budget for the Recycle Wash Water System Upgrade Evaluation; and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete evaluation in an amount not to exceed \$20,000; 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.

Mr. O'Connell made a motion, seconded by Mr. Burrell to adopt Resolution 2017-156.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4
Nays: None

Motion Approved

CURB OPENINGS

Mr. Hatcher stated that he is looking for a policy decision that would apply to this permit and moving forward. A resident, who is having an issue with water laying on their property, has applied for a road opening permit asking for permission to have an underground French drain exit through the curb. Initially the Construction Code Official would encourage residents to have the drains exit through the curb and then later on there were some concerns over the water freezing along the curb line. The resident does not have an alternative to drain the water.

Mr. Winckowski stated that they would not recommend that this be allowed for sump drains. Yard drainage usually does not create a major issue. Mr. Winckowski stated that this should be addressed on a case per case basis as all other alternatives should be discussed. Mr. Winckowski suggested that a condition of this permit include that there should be no sump pump connection.

After discussion, Council agreed to approve the request from the resident to have the drain exit through the curb as long as there is not a sump pump connection.

RENEWAL PERMIT FOR EMERGENCY GENERATOR

Mr. Hatcher reported that we are required to apply for the NJDEP renewal permit for the emergency generator. CME Associates will complete the application. The estimated cost is \$3320.00. Mr. Hatcher stated that no authorization is required, he just wanted Council to be aware.

TREE REMOVAL PSE&G RIGHT-OF-WAY

Mr. Hatcher reported that PSE&G will be removing five trees between Wright Way and the Tenby Chase Swim Club that cause a threat to the high tension wires. Mr. Hatcher stated that he and Mr. DeSanto looked at the trees and do not have any issue with the removal but wanted to make Council aware.

EAGLE SCOUT PROJECT – GAGA BALL PIT

Mr. Hatcher reported that the Eagle Scout will more than likely make a full presentation to Council but he wanted to get some feedback on the request to build the gaga ball pit at Conrow Park. Mr. Hatcher stated that he contacted the BCJIF and they do not have an issue.

Council did not have an issue with Conrow Park but expressed concerns over the safety and maintenance. Council agreed to have the Eagle Scout make a presentation at a future work session.

**AUTHORIZING LSRP SERVICES TO PREPARE GRANT APPLICATION FOR NJ
HAZARDOUS DISCHARGE REMEDIATION FOR 10 RANCOCAS ROAD (FORMER
ABRASIVE ALLOYS SITE)**

Mr. Winckowski reported that the grant would be for the Abrasive Alloys property. The Township previously received an HDSRF grant for the completion of the site investigation for the property. Approximately ten to fifteen years ago, there was a Phase 1 preliminary assessment completed which identified ten areas of concerns. The next step was the site investigation which includes testing soil and groundwater around those areas of concern. The site investigation revealed some of those areas had potential contamination and also identified new areas of concerns; however, they were not extraordinary. The next step would be to conduct a remedial investigation at the site to develop a constraints map and what is needed for remediation. This grant application is to conduct remedial investigation and it is highly likely that we will receive full funding for this phase. Ultimately, we will need to develop a remediation work plan and project costs. That phase is usually 50% funded.

Mr. Catrambone asked how long it will take until we get to the remediation phase.

Mr. Winckowski stated that it will take approximately one-two years until we would have a contract out for the remediation.

Mr. Schwartz stated asked if we are only authorizing the grant application.

Mr. Winckowski stated yes, the Township is not the responsible party and under no obligation. Once we know the full scope of the contamination we can make a determination whether to continue with the clean-up or have it completed by a potential redeveloper.

Mr. Catrambone stated that the estimated cost for the application is \$5,775. The regulatory fees of \$3,775, which must be paid and \$2,000 for professional fees. Council agreed to move forward with the grant application.

REPORTS

Mr. DeSanto – Mr. DeSanto stated that he was contacted by a resident whose property backs up to Green Acres and they are having an issue with bamboo. Our position has always been that it is the resident's responsibility to take care of anything on their property. We had a similar issue with a property on Fordham Street and the resident took care of the removal. Mr. DeSanto stated that bamboo is very difficult to remove and the root must be dug out and root barrier installed to stop it from spreading again. The resident also mentioned that if something is not done it will eventually take over the baseball field at Notre Dame Park.

After discussion, Council agreed to have Mr. DeSanto inspect the area to determine how many properties are being affected and the potential exposure to Notre Dame Park. Council will discuss this further and make a decision once they have all the information.

Ms. Eggers – Ms. Eggers reported that the next Blood Drive is scheduled for Wednesday, August 30th if anyone is interested in signing up, they can contact the Clerk's Office.

Mr. Hatcher – Mr. Hatcher reported that he received an e-mail from the president of the Delran Soccer Club asking that we remove the bleachers at Vermes Field. He reached out the Delran AA and the school to see if they have an issue. The Soccer Club indicated that no one uses the bleachers and they would gain some area for practice.

Council agreed to wait for a response from the Delran AA and the School before making a decision. If they are removed they would like them used at another location.

Mr. Winckowski – Mr. Winckowski reported that there is a pre-construction meeting scheduled this Friday for the sidewalk replacement on the northbound side of Route 130.

The Sand Filter project at the Sewer Plant is going well. Demolition is being completed this week along with concrete work. After that there will be a four to five month hiatus while they wait for the new parts and equipment. The project should be completed in February 2018.

The contractor has the notice to proceed for the 2016/2017 Road Program. We have a field meeting with them on Monday to start the mark outs and we are pushing them to get started right away. The contractor has until the beginning of November to complete the project.

Mr. Shotts – No report.

Mr. O'Connell – No report.

Mr. Burrell – No report.

Mr. Schwartz – Mr. Schwartz asked if Mr. Hatcher could give Council an update on the issue on Main Street regarding a resident's complaint of a tree from an abandoned property.

Mr. DeSanto stated that we sent several notices to the mortgage company regarding the issue. He also met with the resident and gave her copies of the letters we sent to the mortgage company and the name of some contractors. She indicated that she was going to pursue the issue with the mortgage company.

Mr. Hatcher stated that the Code Enforcement Officer, Ted Reimel, is also following up but has not identified as an unsafe condition.

Mr. Schwartz stated there was an issue with a branch that fell from the tree and the management company stated that they can't confirm that it came from that specific tree. Mr. Schwartz wanted to make sure that we continue to support the resident.

Mr. Catrambone – Mr. Catrambone stated that one of the representatives from Jake's Place has asked whether we would consider contributing financially towards the fundraising mailer that would be mailed to the residents of Delran. They estimated the cost at \$3,350. Mr. Catrambone stated that he would like to pursue reaching out to defray some of the costs. It is early in the process but he wanted to bring this to Council's attention.

Mr. Paris – Mr. Paris asked Mr. DeSanto to pass on that Public Works is doing a great job with the lines and markings.

Mr. Paris stated that he received a lot of calls regarding the tax bills and he sees that they are out today. He let the residents know that they are delayed because we have to wait for the State and County.

Mr. Paris stated that there was a road opening done by NJ American Water for 110 Jacqueline Avenue. He asked if they applied for a permit and he wants to make sure they do their due diligence in getting the road back into good condition.

Mr. Hatcher stated that he will check tomorrow to see if we received the permit.

Mr. Paris stated that he is sure everyone saw the paper as to what is coming to the old Sam's Club property. On top of the Edge Fitness, it looks like there is potential for a trampoline park and a daycare facility.

Mr. Paris stated that Delran Day will be held on Sunday, September 24th. They are in need of volunteers and if anyone is interested in helping, they can contact him or reach out to the RAC, Councilman Burrell or Mike Anderson.

PUBLIC PORTION

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

Joe Parento, RAC Chairman, asked Council to consider adding additional members to the RAC Board. They are being asked to do more activities and it will be too much for the existing membership.

Mr. Paris asked if we can have volunteers in addition to the regular members.

Mr. Parento stated that maybe we could have alternates.

Mr. Parento also asked that we consider having the tree lighting ceremony outside, which many other towns are doing.

Mayor and Council asked Mr. Parento to come up with some ideas and report back to Council.

Mr. Parento thanked Mr. Hatcher and Mr. DeSanto for taking care of the issue with bees at Conrow Park during the Summer Camp.

Mr. Paris stated that he has concerns about too many people on the committee making decisions. Maybe we want to look into having alternates.

Mr. Parento stated that they would like to continue with the Veteran's Appreciation Day and they are looking into taking over Delran Day next year and could use additional volunteers.

Jennifer Reppert, 174 Westover Court, asked if there will be a second reading on the three ordinance approved tonight 152, 153 and 154.

Mr. Catrambone stated that these were Resolutions not Ordinances.

Mrs. Reppert asked if the funding is coming from the regular budget.

Mr. Hatcher stated that these items were in the capital budget and approved by bond ordinance.

Mr. Catrambone we have a capital improvement budget along with the operating budget. Once the financing is in place each item is authorized by Resolution.

Mrs. Reppert asked how much is being bonded.

Mr. Hatcher stated that the ordinance was roughly 2.4 million. Mr. Hatcher stated that he thinks the confusion is regarding the municipal building roof which was in the capital budget last year but the ordinance failed on second reading.

Mrs. Reppert asked if the items in this ordinance were the same.

Mr. Catrambone stated that only the roof was the same. The other items approved this year were departmental requests for the 2017 capital budget. Last we removed the roof and moved forward with the other items.

Mrs. Reppert stated that Council should look at the gaga ball pit at the Tenby Chase Swim Club.

Mr. O'Connell made a motion to close the meeting to the public, seconded by Mr. Schwartz. All were in favor, the motion was approved.

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

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

Mr. O'Connell made a motion to adjourn the meeting, seconded by Mr. Burrell. All were in favor, the meeting was adjourned.

Respectfully submitted,

Jamey Eggers, Township Clerk