

**WORK SESSION
MUNICIPAL BUILDING**

**September 27, 2022
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 March 1, 2022 and posted on the bulletin board on the same date.

ROLL CALL: Mrs. Apeadu, Mr. Smith, Mr. Jeney, and Mr. Burrell were present. Mr. Lyon was absent.

ALSO PRESENT: Mr. Catrambone, Mayor, Ms. Rizzuto, Solicitor, Mr. Winckowski, Township Engineer, Mr. Bellina, Administrator, and Ms. Eggers, Township Clerk

BELOVED PROJECT'S PROJECT RESTART EVENT – Patrolman Joseph Wagner met with Claudine Archer, founder of the Beloved Project. The goal of the Beloved Project is to help someone who is having a hard time, get back on their feet. There will be an event on October 4th from 10:00 AM – 2:00 PM in the parking lot of Esquire Liquors. There will be multiple organizations there that can help people with a variety of issues.

STRAIGHT TO TREATMENT

Patrolman Kevin Pfeffer reported that Delran Township will be the newest police department added to the Burlington County Prosecutor's Office Straight to Treatment Program. This program allows anyone struggling with drugs or alcohol to enter the police department where they will be given immediate assistance to get into a treatment facility. No insurance is required and any outstanding warrants they may have will be rescheduled. Straight to Treatment begins in Delran on Friday, October 7th from 9:00 AM to 3:00 PM and every Friday thereafter. This program is not limited to Delran residents.

Chief Mitchell stated that Officers Wagner and Pfeffer undersold their efforts and that they spearheaded these programs which have already made a real difference in Delran.

DELRAN GREEN TEAM

Deb Hammond reported that today was the funeral service for former Green Team chairman and founder, Bill Curzie, who lived a long and interesting life.

Ms. Hammond reported that back in the Spring, the township applied for a clean energy planning grant. The primary focus being to get an HVAC system that works. The Green Team would like to make the town friendly for placing solar panels on rooftops and adopting the state EV charger ordinance. Ms. Hammond explained that they would like to see the zoning ordinance list solar panels and EV chargers as an accessory use. The Green Team would like to prohibit ground mounted solar panels.

Ms. Rizzuto commented that, regarding EV chargers, it may or may not have to be part of the land

use zoning ordinance. After a brief discussion it was decided that Mr. Bellina will research what needs to be done and he will also speak with the construction department. Regarding the solar panels, Mr. Burrell stated that the township planner will be consulted for the best course of action. Ms. Hammond also reported that Delran already adopted the fee schedule that the state would like to see townships use in their electrical permits.

Ms. Nowicki asked for the code to be updated to reflect the tree ordinance. The would ensure that if trees need to be removed in order to install solar panels, they must adhere to the rules set forth in the ordinance.

Ms. Hammond explained that the Community Solar project will hopefully be turned on in March. Delran residents who subscribe will get a 25% reduction in the amount they pay for kilowatts. There will be a meeting in January to discuss the particulars with any interested parties. Council will help people get enrolled.

CREEK ROAD SEWER EXTENSION

Mr. Bellina reported that there is a project between the county and Delran Township that would run a sewer line from Bridgeboro Road up Creek Road to help with a food establishment at Rainbow Meadow where they would like to include bathrooms. Mr. Winckowski explained that three private homes would be serviced as well as a farm stand. The farm stand will be used to house donated, excess food from local farms which will be distributed to low- and moderate-income families. If the cost for the extension is reasonable, the project may extend to two additional properties in the area. Burlington County will fund the project. Delran Township will administer the contract for construction once funding is in place. Creek Road will be closed for a week.

JANEWAY AVENUE

Mr. Winckowski reported that a resident on Oneda Avenue also has frontage on a paper street called South Janeway Avenue. The paper street is township public land that was never fully improved as a road. The resident has asked the township to vacate it. In order to do that survey, title and legal work would have to be completed. After a brief discussion, it was decided that Mr. Bellina will work with the attorneys to discuss all of the potential ramifications of this request.

2023 ROAD PROGRAM

Mr. Winckowski explained that each year it is necessary to review the township roads and choose the ones most in need of repair. An effort is made to save money by considering what work PSE&G and NJAW are doing and then coordinating our road improvements with them if possible. Red Stone Ridge, Drew Court, Randle Court, and Pine Valley Road will be on the list. In the next couple of years, the Suburban Blvd area of town will probably be the next roads replaced. This will possibly be in conjunction with NJ American Water who plans to replace the water mains there. The storm sewers along Stewart Avenue will be replaced along with curbing, aprons, etc. Municipal Aid has been applied for but will not cover all of it so the project will be done in phases. Haines Mill Road from Conrow to Moorestown is slated within the next five years. The projects are not set in stone.

Mr. Bellina suggested funding the engineering costs of the road projects the year before. By doing this, the jobs can be bid early the following year when contractors are lining up their work for the year.

MUNICIPAL BUILDING FACADE

Mr. Winckowski reported the design is completed. Council reviewed the paint color scheme. Mr. Winckowski explained that bidding will probably be done in the next month and the project will take place in the Spring.

ORDINANCE(S) ON SECOND READING

TOWNSHIP OF DELRAN ORDINANCE 2022-17

AMENDING CHAPTER 63 OF THE CODE OF THE TOWNSHIP OF DELRAN ENTITLED, “AFFORDABLE HOUSING”

WHEREAS, Chapter 63 of the Code of the Township of Delran entitled, “Affordable Housing” is intended to ensure that affordable units are created with controls on affordability and low and moderate income households shall occupy these units consistent with applicable law; and

WHEREAS, Chapter 63, *inter alia* defines and affordable units on an annual basis; and

WHEREAS, the overwhelming majority of municipalities who have reached settlement agreements with Fair Share Housing Center, such as the Township of Delran are now using Regional Income Limits as published annually by the Affordable Housing Professionals of New Jersey (“AHPNJ”) which are endorsed by both Fair Share Housing Center and the Court appointed Special Master with respect to the Township of Delran’s Affordable Housing Plan; and

WHEREAS, pursuant to N.J.S.A. 40:48-2, Council is authorized to enact and amend ordinances as deemed necessary for the preservation of the public health, safety and welfare and as may be necessary to carry into effect the powers and duties conferred and imposed upon the Township by law.

NOW, THEREFORE BE IT ORDAINED, by the Council of the Township of Delran, County of Burlington, State of New Jersey as follows:

Section 1. Chapter 63-2 entitled “Definitions” shall be amended, revised or modified as follows: “Regional Asset Limit. The maximum housing value in each housing region affordable to four-person households with an income of 80% of the regional median as defined by the Affordable Housing Professionals of New Jersey (“AHPNJ”) adopted Regional Income Limits published annually by AHPNJ.”

Section 2. Chapter 63-4.G(1) entitled “Maximum rents and sales prices” shall be amended, revised

or modified as follows: “In establishing rents and sales prices of affordable housing units, the administrative agent shall follow the procedures set forth in UHAC utilizing the most recently published regional weighted average of the uncapped Section 8 income limits as defined by the Affordable Housing Professionals of New Jersey (“AHPNJ”) adopted Regional Income Limits published annually by AHPNJ.”

Section 3. With the exception of Section 1, the balance of Chapter 63 and the Code of the Township of Delran shall not be modified.

Section 4. This Ordinance shall take effect immediately

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

There were no comments.

Mr. Jeney made a motion to close the public portion seconded by Mrs. Apeadu. All were in favor, motion approved.

Mrs. Apeadu made a motion, seconded by Mr. Jeney to adopt Ordinance 2022-17 on second reading.

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Burrell voted aye.

Ayes: 4

Nays: None

Motion Approved

**TOWNSHIP OF DELRAN
ORDINANCE 2022-18**

AN ORDINANCE TO ESTABLISH SALARIES VARIOUS EMPLOYEES OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AND REGULATING THE MANNER OF PAYMENT OF SAME

BE IT ORDAINED by the Township Council of the Township of Delran in the County of Burlington and State of New Jersey that the Township does hereby establish the following salaries for the employees serving in the following position:

| POSITIO NS | 2021 | 2022 | 2023 | PAY PERIOD |
|---------------------------------|---------------|----------------|----------------|-----------------------|
| Business Administrator | | 114,000 | 116,850 | Biweekly |
| Sr. Police Records Clerk | 59,505 | 60,992 | 62,517 | Biweekly |

| | | | | |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------|
| Payroll Clerk | | 45,000 | 46,125 | Biweekly |
| PW Superintendent | | 100,000 | 102,500 | Biweekly |
| Recycling Coordinator | 2,220 | 2,276 | 2,333 | Biweekly |
| Assistant PW Superintendent | 78,534 | 80,497 | 82,509 | Biweekly |
| Tax Collector | | 35,000 | 35,875 | Biweekly |
| Assistant Tax Collector | | 20,000 | 20,500 | Biweekly |
| Secretarial Assistant 1 | 54,387 | 55,747 | 57,141 | Biweekly |
| Secretarial Assistant 2 (5 years) | 59,505 | 60,992 | 62,517 | Biweekly |
| Municipal Court Judge | 31,900 | 32,698 | 33,515 | Biweekly |
| Court Administrator | 74,224 | 76,080 | 77,982 | Biweekly |
| Municipal Clerk | 83,640 | 85,731 | 87,874 | Biweekly |
| Deputy Municipal Clerk | | 50,000 | 51,250 | Biweekly |
| Tax Assessor | 28,050 | 28,751 | 29,471 | Biweekly |
| Chief Financial Officer | | 80,000 | 82,000 | Biweekly |
| Emergency Management | 3,545 | 3,634 | 3,725 | Monthly |
| Zoning/Code Official | 24.97 per hour | 25.59 per hour | 26.23 per hour | Biweekly |
| Construction Code Official | 75,000 | 76,875 | 78,797 | Biweekly |
| Sewer Executive Dir. Of Operations | 95,977 | 98,376 | 100,835 | Biweekly |
| Sewer Asst. Superintendent | 78,413 | 80,373 | 82,382 | Biweekly |
| Sewer Search Officer | 624 | 640 | 656 | Biweekly |
| Tax Search Officer | 654 | 670 | 687 | Biweekly |
| Fire Sub-Code Official | 38.00-49.00 per hour | 38.00-49.00 per hour | 38.00-49.00 per hour | Monthly |

| | | | | |
|---|---------------------------------|---------------------------------|--------------------------------------|------------------|
| Electrical Sub-Code Official | 38.00-49.00 per hour | 38.00-49.00 per hour | 38.00- 49.00 per hour | Monthly |
| Building/Plumbing Sub- Code Official | 38.00-49.00 per hour | 39.00-49.50 per hour | 40.00- 50.00 per hour | Monthly |
| Building Sub-Code HHS Official | 44.00-49.00 per hour | 44.00-49.50 per hour | 44.00- 50.00 per hour | Monthly |
| Fire Inspector | 38.00-49.00 per hour | 38.00-49.00 per hour | 38.00- 49.00 per hour | Monthly |
| Plumbing Inspector | 38.00-49.00 per hour | 38.00-49.00 per hour | 38.00- 49.00 per hour | Monthly |
| School Traffic Guard | 34.62 | 35.49 | 36.38 | Monthly |
| Secretary of Recreation | 1,109 | 1,137 | 1,165 | Quarterly |
| Violation Clerk | 5,079 | 5,206 | 5,336 | Biweekly |
| Summer Help | 12.00-15.00 per hour | 13.00-25.00 per hour | 13.00-25.00 per hour | Biweekly |

Section II Repeal – All Ordinances or part of Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of their inconsistency.

Section III Adoption – This Ordinance shall take effect immediately upon its final adoption and publication according to law. This ordinance is retroactive to January 1, 2021.

Mr. Jeney made a motion to open the meeting to the public, seconded by Mrs. Apeadu. All were in favor, motion approved. There were no comments.

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

Mr. Smith made a motion, seconded by Mrs. Apeadu to adopt Ordinance 2022-18 on second reading.

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Burrell voted aye.

Ayes: 4

Nays: None

Motion Approved

ORDINANCE(S) ON FIRST READING

TOWNSHIP OF DELRAN

ORDINANCE 2022-19

**AN ORDINANCE TO ESTABLISH SALARIES FOR VARIOUS EMPLOYEES
WITHIN THE DELRAN TOWNSHIP POLICE DEPARTMENT IN TOWNSHIP
OF DELRAN, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AND
REGULATING THE MANNER OF PAYMENT OF SAME**

Mrs. Apeadu made a motion, seconded by Mr. Smith to adopt Ordinance 2022-19 on first reading

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Burrell voted aye.

Ayes: 4

Nays: None

Motion Approved

RESOLUTION(S)

Resolution 2022-174 Approving the Corrective Action Plan Based on Recommendations in the 2021 Audit Report

Ms. Rizzuto explained that this resolution is based on one finding which required the township to prepare and implement a corrective action plan. This plan will prevent similar issues from happening in the future. This resolution memorializes the corrective action plan prepared by our independent auditors. No additional comments will occur until the conclusion of the investigation by the state comptroller. The action plan is available in conjunction with the resolution.

Mrs. Apeadu made a motion, seconded by Mr. Jeney to adopt Resolution 2022-174

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Burrell voted aye.

Ayes: 4

Nays: None

Motion Approved

Ms. Rizzuto stated that the following three resolutions are to appoint special counsel for separate representation for Mayor Catrambone, Council President, Tyler Burrell and Recreation Advisory Committee Member, Colin Rafferty. The appointments are authorized under the township code.

The office of the state comptroller has requested that all three must be interviewed as part of the pending investigation. The township solicitor has recommended each attorney and their law firms. The township will proceed with the appointments under non-open and fair process and in accordance with public bidding laws where professional service agreements are allowed to be entered into.

Resolution 2022-175 Authorizing the Award of a Professional Services Agreement for Special Legal Counsel (Regina M. Philipps, Esq. and Madden and Madden, P.A. for Mayor Gary Catrambone)

Mr. Smith made a motion, seconded by Mr. Jeney to adopt Resolution 2022-175

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, voted aye. Mr. Burrell abstained

Ayes: 3

Nays: None

Abstain: 1

Motion Approved

Resolution 2022-176 Authorizing the Award of a Professional Services Agreement for Special Legal Counsel (Eric M. Bernstein & Associates, LLC for Council President Tyler Burrell)

Mr. Jeney made a motion, seconded by Mrs. Apeadu to adopt Resolution 2022-176

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney voted aye. Mr. Burrell recused himself

Ayes: 3

Nays: None

Recuse: 1

Motion Approved

Resolution 2022-177 Authorizing the Award of Professional Services Agreement for Special Legal Counsel (Cleary Jacobbe, Alfieri Jacobs, LLC for Recreation Advisory Committee Member Colin Rafferty)

Mrs. Apeadu made a motion, seconded by Mr. Jeney to adopt Resolution 2022-177

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney voted aye. Mr. Burrell recused himself

Ayes: 3

Nays: None
Recuse: 1

Motion Approved

CONSENT AGENDA

- a. **Resolution 2022-178** Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Two Requirements
- b. **Resolution 2022-179** Adopting Technology Risk Management Standards in Compliance with the New Jersey Municipal Excess Liability Joint Insurance Fund's Cyber Risk Management Plan's Tier Three Requirements
- c. **Resolution 2022-180** Approving Raffle License No. 618 for Friends of Ron, Inc.
- d. **Resolution 2022-181** Resolution of Municipal Support for Rooted of Delran, LLC to Receive One (1) Class 5 Cannabis Retailer License from the New Jersey Cannabis Regulatory Commission to Operate Within the Township of Delran, Subject to Township Land Use Approvals
- e. **Resolution 2022-182** Refunding Tax Overpayment
- f. **Resolution 2022-183** Amending Resolution 2021-152 Authorizing CME Associates to Perform Engineering Services for CDBG FY21 ADA Improvement Project
- g. **Resolution 2022-184** Authorizing Acceptance of the Improvements for the CDBG FY2022 ADA Ramp Improvement Project and Authorizing Final Payment To Earle Asphalt Company
- h. **Resolution 2022-185** Resolution Authorizing the Purchase of One (1) 2023 Police Interceptor Vehicle Under State Contract T2776 20-FLEET-01189 for the Office of Construction
- i. **Resolution 2022-186** Amending Resolution 2021-65 Emergency Procurement Resolution
- j. **Resolution 2022-187** A Resolution of the Township Council of the Township of Delran Authorizing the Sale of Surplus Personal

Property No Longer Needed for Public Use Through Municibid
(As Authorized by State Contract T-2581)

- k. Authorizing the Payment of Bills including all purchases made under the Cooperative Purchasing Agreement
- l. A motion granting a mercantile license to:
 - Cruz's Car Collection, LLC, 209-3 Carriage Lane
 - Las Palmas Restaurant, 2900 Route 130
 - A to B Auto Sale, LLC, 207-19 Carriage Lane

Mr. Jeney made a motion, seconded by Mrs. Apeadu to adopt the above Consent Agenda

There being no questions, the roll was called.

Roll Call: Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Burrell voted aye.

Ayes: 4

Nays: None

Motion Approved

REPORTS

Mr. Bellina – No report

Ms. Eggers – Ms. Eggers reported that the township rabies clinic will be this Saturday, October 1st from 1:00 PM to 3:00 PM in the municipal building garage.

Mr. Catrambone – Mr. Catrambone stated that Project Restart, Straight to Treatment and The Beloved Project will be held on Tuesday, October 4th from 10:00 AM – 2:00 PM at 4002 Route 130 in the parking lot next to Esquire Liquor.

The Green Team is hosting their costume swap starting October 8th. This is an opportunity for people to recycle gently used costumes. Starting September 21st, costumes can be dropped off at the municipal building, 230 Paddock Way, 15 Ridgeway Avenue, 76 Stoneham Drive, and 147 Beaver Brook Road.

Mr. Catrambone reported that he attended the funeral of Bill Curzie today. He was an amazing person and his legacy will live on through the Green Team.

Mr. Catrambone also stated that Jim Winckowski, township engineer will be moving to a new position and will no longer be working with the township. He will be missed.

Ms. Rizzuto – No report

Mr. Winckowski – Mr. Winckowski stated that the sewer plant parking lot will be repaved in the next couple of weeks. He also reported that Black Rock will be paving Notre Dame Drive and doing concrete work at Edgewood, Fordham and Howard. Pioneer Pipe will then come in for NJ American Water to resurface those roads We are hoping that these projects will be done before Thanksgiving.

Mr. Winckowski also remarked that it has been an honor and privilege to work for Delran Township and leaving will be difficult.

Mrs. Apeadu – No report

Mr. Smith – Mr. Smith is looking forward to the Beloved Project's Project Restart and Straight to Treatment. These types of interactions can prevent more tense interactions. He would like to thank the police department for keeping everyone safe.

Mr. Smith congratulated Mr. Winckowski. He will be missed but will do great things in his new role.

Mr. Smith also warned residents to be careful in the mornings when they are driving since children are out and it is still dark at that time.

Mr. Jeney – Mr. Jeney thanked Mr. Bob Gilbert and stated that he attended a Mission of Honor ceremony with him along with Joe Sedor and a number of other people. It is important to acknowledge the sacrifices that some people make for the rest of us.

Mr. Jeney also explained what an impressive man Bill Curzie was. He will be missed.

Mr. Jeney thanked Mr. Winckowski and stated that he will be missed.

Mr. Burrell – Mr. Burrell echoed the sentiments of his colleagues regarding Bill Curzie and that the Green Team will be carrying his legacy on through their hard work.

Mr. Burrell reported that the RAC had a successful yard sale last weekend. Information regarding Trunk or Treat and The Winter Festival will be out very shortly.

Mr. Burrell also congratulated Mr. Winckowski and stated that he will be missed but CME will keep the township on track.

PUBLIC COMMENT

Mr. Smith made a motion to open the floor to public comment, seconded by Mrs. Apeadu. All were in favor; the motion was approved.

Bob Gilbert, 75 Stewart Avenue -Mr. Gilbert explained they have been conducting the Mission of Honor ceremonies since 2009 and this was their 38th interment. The remains of 332 abandoned

veterans have been honored and placed in General Doyle Cemetery and the remains of an additional 362 veterans have been reunited with relatives who didn't realize they had been abandoned in a funeral home. Mr. Gilbert reported they are getting calls from other states asking about how the program is run.

Mr. Gilbert invited everyone to come to the pig roast at the VFW on October 8, 2022.

Joe Sedor, 41 Chester Avenue – Mr. Sedor stated that he and his wife went to Mission of Honor and donated \$1,000 so veterans would have the burial they deserve.

Joseph Joyce, Delran – Mr. Joyce thanked Mr. Gilbert and all veterans. He asked the audience to give a round of applause for all of the people who served.

Mr. Joyce questioned the purchase of a police interceptor for the office of construction. He mentioned that the car comes in a hybrid. Mr. Jeney explained that it is a hybrid.

Mr. Joyce noted three resolutions for attorney fees related to a comptroller investigation. He stated that there has to be accountability for what happened and why Delran Township has to spend this money. Mr. Joyce explained that the public was promised answers that they didn't receive and he implored members of council to do their jobs.

Hugh Giordano, 57 Argyle Avenue, Blackwood, NJ – Mr. Giordano stated that he is a representative of the UFCW Local 360. They are the official, national labor union that represents cannabis workers. He advised that when applicants come through the township, they should sign labor peace agreements (LPAs). He explained that the state has legalized cannabis for economic equity and justice. The local workers will be protected and there will be diversity in that workforce. The UFCW, the building trades and the AFLCIO are taking a stance on that.

Barbara Littleton, Delran resident – Ms. Littleton stated that the mayor and council were running on transparency but she feels they have failed at this. She stated that the auditor and possibly the comptroller think there was bid splitting but the mayor wanted the public to think that there was no bid splitting. She also noted that if the township's former solicitor stated that there was no bid splitting then he gave bad advice. She commented that saying his departure had nothing to do with poor legal advice doesn't seem right. She addressed council and announced they need to implement internal controls. She asked what council will do differently to make sure that the past doesn't happen again.

Patrick Duff, Haddon Heights – Mr. Duff stated that Hugh Giordano is a great guy who should be listened to.

Mr. Duff stated that the auditor's findings are an opportunity. He stated that there should be some Republicans or Independents participating in township politics. He stressed communication to fix what is wrong in the township. Mr. Duff invited Mr. Catrambone to participate in his podcast. Mr. Duff also remarked that Mr. Catrambone had called for the resignation of former mayor, Ken Paris for ethics violations that proved to be unfounded.

Mr. Jeney made a motion to close the public comment, seconded by Mr. Smith. All were in favor; the motion was approved.

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

Submitted,

Jamey Eggers
Municipal Clerk