

**WORK SESSION
MUNICIPAL BUILDING**

**SEPTEMBER 5, 2012
DELRAN, N. J.**

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 23, 2011 and posted on the bulletin board on the same date.

ROLL CALL: Mrs. Kolodi, Mr. Schwartz, Ms. Pomeranz, Mr. Morrow and Mr. Catrambone were present.

ALSO PRESENT: Mr. Hatcher, Administrator, Mr. Valesi, Engineer and Mr. Marmero, Solicitor.

Mr. Hatcher asked that Council give authorization to pay the second installment of the Burlington County Joint Insurance premium which the payment deadline was extended to September 15, 2012. The check is in the amount of \$237,249.

Mr. Schwartz made a motion to approve payment of the premium which was seconded by Ms. Pomeranz.

There being no questions, the roll was called.

Mrs. Kolodi, Mr. Schwartz, Ms. Pomeranz, Mr. Morrow and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

DRAFT BOARD OF HEALTH ORDINANCE

Mr. Hatcher reported that a number of years ago we amended our Health Ordinance and Property Maintenance Code and when the Construction Code Official had an ordinance that gave him a little more ability to enforce our health ordinances unfortunately it took the authority away from the Burlington County Health Department so by adopting this ordinance we are designating the Burlington County Health Department to serve in the capacity of Enforcement Officer. Mr. Marmero is going to create a new section in the Code Book entitled "Housing". This will be introduced at the public meeting in September.

REVISED ROAD OPENING ORDINANCE

There was much discussion on this ordinance and Mr. Valesi and Mr. Marmero agreed that it should be adopted as presented and not to change the wording.

The utility companies will post a bond to cover all road openings that they apply for which are under 20 square yards. If a road opening is over 20 square yards, a nonrefundable cash inspection fee of \$500 will apply.

It was determined to adopt the ordinance on first reading this evening and have the second reading at the Public Meeting on September 25, 2012.

**TOWNSHIP OF DELRAN
ORDINANCE 2012-14**

**AN ORDINANCE REVISING EXISTING 150-10 THE CODE OF THE
TOWNSHIP OF DELRAN ENTITLED "STREET OPENINGS; DEPOSITS
REQUIRED; INSPECTION FEE" AND EXISTING 306-7 ENTITLED
"GUARANTEE BOND"**

The motion to adopt the above on first reading was made by Ms. Pomeranz and seconded by Mrs. Kolodi.

There being no questions, the roll was called.

Mrs. Kolodi, Mr. Schwartz, Ms. Pomeranz, Mr. Morrow and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

NJ ENVIRONMENTAL INFRASTRUCTURE TRUST

Mr. Hatcher stated that there are a number of capital improvements that were approved for the Sewer Department and after the approval CME was contacted to see if there was an opportunity to go through the Infrastructure Trust for these improvements. Although some time would be lost, there is the possibility of an interest-free loan from the NJDEP for up to one-half of the allowable project costs and a market-rate loan from the NJEIT for the remaining 50% of allowable costs. Mr. Valesi recommended that they be authorized to attend a pre-application meeting as soon as possible in order to meet the October deadline for a commitment letter. It will then take at least six months to prepare plans and specifications for the plant improvements which would need to be ready by early March 2013. Council asked if we could wait for the funding. Mr. Valesi stated that after the plans are drawn up which will take at least six months; the decision could be made then to either go ahead with the funding or go out to bid and do the project. Mr. Valesi suggested that they go ahead with the letter of commitment and start the process and attend the meeting which will give them a more realistic timeframe and then will advise Council accordingly. The loan award would be March 2014 and the project could not be started before that.

Mr. Hatcher will do some calculation on the savings that will be realized if the loan goes through the Infrastructure Trust. A decision can be made after Council has more facts on the cost savings and timeframe. Mr. Valesi was authorized to attend the pre-application meeting.

BANKING RFP

Mr. Hatcher advised that we go for banking RFP's every couple of years. What provoked this at this time is that we received free armored car service for the daily pickup and now our bank (Beneficial) will no longer offer this free service and we will have to pay the armored car service directly. Mr. Hatcher stated that the RFP will include armored car service but in the meantime the police will take the deposits to the bank for us. Mr. Hatcher stated he wants to go ahead with the RFP's for banking service but would like to hold off until at least January because of the amount of work in the Finance Department right now with the new computer system and also the tax bills are going out and the collection period will start. Changing banks does create work for the Finance Department and now would not be a good time. Council agreed with the January timeframe. Everybody was in agreement with going out for RFP's and waiting until January.

Ms. Pomeranz asked if we could add free credit card service in the RFP's. Mr. Hatcher said that we can do it but at some level they will use a compensating balance for armored car service, credit cards, etc. and will give us less interest to compensate for that balance. Mr. Hatcher thought credit cards would help Sewer collections. Mr. Hatcher was asked to do some research on the cost of use of credit cards and will report to Council his findings.

TRANSPORTATION GRANTS

Mr. Catrambone said we have to give the engineers some direction on the next round of applications for grants that need to be submitted. Mr. Valesi reported that the DOT grants are upcoming and the first one we have to apply for is the Municipal Aid Grant which basically is for roads that would be reconstructed or resurfaced. Council needs to select a project for the 2014 year grant. In addition, there is the Bikeway Grant which we have not been successful with in the past. The Safe Streets Transit is another grant and there were only three grants in the entire State last year and we did receive it so it is unlikely that we would get that grant again for 2014. It is a very competitive grant. Council needs to pick a road for Municipal Aid and decide whether there is a bikeway project that Council would like to look into. Mr. Paris asked why we are having such a hard time in getting a Bikeway grant. Mr. Valesi stated that the Bikeway grants and the Safe Streets to Transit are very competitive and does not have a very large pool of money as does the Municipal Aid Grants which is usually an easier grant to get.

Council discussed different roads in town and Mr. Valesi asked for some guidance to look into roads that would make a good bike path and then look at the feasibility to go for the grant. Ms. Pomeranz asked if a bike path would go from the curb out to the roadway and if so, then we have to look at a road that is wide enough to accommodate the path for the bike. Mr. Valesi said that there would be a smaller travel way on the road but because it is delineated with white lines it generally has the effect of calming traffic. There are certain geometric standards that bike lanes have to adhere to. Mr. Morrow stated he would rather see a sidewalk grant because of the kids walking to school and he does not feel that many of them ride their bikes to school. Mr. Valesi said to use the Municipal Aid grant to do sidewalks would use up the money that you have for road work. Discussions took place on applying for a Municipal Aid Grant for Hartford Road and then apply for the Bike Grant for the same road. Discussion then took place on bringing Hartford Road up to County standards and perhaps having the County take it over. Mr. Valesi stated he would have to get an understanding of what has to be done to bring it to County standards. There was discussion on Conrow Road and Hartford Road. Mr. Valesi said he would look at both roads and get back to Council. Ms. Kolodi stated that Conrow has sidewalks for the kids and thought Hartford is more dangerous and she would consider Hartford over Conrow.

There was also discussion on Safe Streets to Schools and Safe Streets to Transit and if lighting for the street could be included.

The question is for bringing Hartford up to County standards and Mr. Valesi will look into the County standards. In the meantime, he will get the grant application in for Municipal Aid. Discussion took place on perhaps closing the Tenby Chase project. Mr. Valesi stated that Council should prioritize the roads in the way they want the work done.

CONSTRUCTION CODE OFFICE

Mr. Hatcher asked for direction to continue with shared service with Construction Code. The towns are going to start moving forward and Mr. Hatcher needs to know if Council wants him to continue. Mr. Hatcher will also look into some things that can be done internally in case the shared service is not the way to go. Council authorized Mr. Hatcher to continue to pursue Shared Service and then come back with a report.

ENGINEER REPORT

Mr. Valesi reported that Roland Ave. is completed and came out very well. Myers Tract is on its way with clearing and grading. Conrow/Hartford is substantially complete and there is some restoration work that needs to be done. PSE&G relocated the electric transformer in conflict with the Westover Drainage improvement project. The 2012 road program has been advertised.

Construction estimate is approximately \$675,000 which will include Swedes Run Drive from Kathleen Avenue to Haines Mill Road and Tenby Chase Drive from North Drive to Parry Road. The project will be awarded at the September 25 council meeting.

Once the bonding ordinance is in effect, Council can authorize the miscellaneous Outfall reconstruction for Swedes Lake outfall and the Tide Gate Valve at the River Drive; Haines Mill Road Phase 5 and the Fairview Street sidewalk improvements.

Safe Routes to School grant is still pending. Green Acres Recreational Trails Program grant for the Myers Tract is still pending. The engineer is preparing some estimates for the Riverside Park flooding.

Ms. Pomeranz stated she was in contact with Senator Diane Allen to see if there possibly is some other funding to help us with the Riverside Park flooding. Senator Allen mentioned "Blue Acres" which helps with properties affected by water. Ms. Pomeranz asked is perhaps Blue Acres could level the homes that are abandoned in Riverside Park. Mr. Valesi stated he will look into a grant application for Blue Acres.

Ms. Pomeranz asked about the flashing speed zone signage along Hartford Road. Mr. Valesi stated his firm is preparing an estimate for the cost of such signage.

Discussion took place on Abrasive Alloys and it was reported that in order to get rid of the buildings on the property you have to do a limited site investigation for environmental issues. A fee estimate was submitted by the engineer some time ago and Mr. Hatcher stated he will get it for Council.

Mr. Hatcher will talk to the Chief of Police concerning moving the YIELD sign on Eighth Street and Colby Avenue before anything is done.

COUNCIL REPORTS

Ms. Pomeranz reported that during the recent rains she rode through the Riverside Park area and since it was not high tide, there was no flooding.

Mr. Morrow had printed out a few grants that he wanted Council to look at. The first one is the CDBG Disaster Recovery Act which we may be able to use for the Riverside Park area. Mr. Valesi said he would look at this grant. The other grant is the Neighborhood Stabilization Program Grants which is a grant that helps with houses that are abandoned and foreclosed. Mr. Marmero stated that he knows that Burlington City has utilized this grant. Mr. Morrow mentioned another grant which is the Playground Joint Use grant between schools and municipalities. Mr.

Morrow felt that maybe this grant could be used for a tot lot at the Myers Tract. We missed the deadline for this year and perhaps we could apply for it next year.

It was mentioned that perhaps a banner could be put across some street advertising Delran Day. Mr. Hatcher reported that this was done some years ago and it was difficult to get the permits from PSE&G but he will look into it.

Mr. Catrambone reported that he is looking into several companies that design web sites.

A motion was made by Mr. Schwartz to open the meeting to the public and seconded by Ms. Pomeranz.

Lona Pangia of 19 Stevens Drive reported that there are 190 "Drive Like Your Kids Live Here" signs out and there are only ten left. Another shipment is due in to be sold at Delran Day.

Charles Gilbert 75 Stewart Avenue reported that he made a misstatement at the last public meeting. The fundraiser that the VFW is holding is not be used for the building of the new VFW the function is for veteran and veteran's families. Mr. Gilbert is going to try to get a booth for the VFW for Delran Day.

Mr. Schwartz made a motion to end the public portion. The motion was seconded by Mr. Morrow. All were in favor, motion approved.

**TOWNSHIP OF DELRAN
RESOLUTION 2012-108
CLOSED MEETING RESOLUTION**

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 conference meeting of September 5, 2012 for the following reason:

1. Potential Litigation - Delran Junior Marksmen Range

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

Mr. Morrow made a motion to adopt Resolution 2012-108 and enter into closed session to discuss the Delran Junior Marksman Range, seconded by Mr. Schwartz. 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 Mr. Schwartz. All were in favor, motion approved.

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

Respectfully submitted,

Adele M. Meiluta