

**REGULAR TOWNSHIP MEETING
MUNICIPAL BUILDING**

**October 6, 2020
DELRAN, NJ**

CALL TO ORDER

SALUTE TO THE FLAG

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 10, 2020 and posted on the bulletin board on the same date.

ROLL CALL: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

ORDINANCES ON SECOND READING

**TOWNSHIP OF DELRAN
ORDINANCE 2020-10**

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

PUBLIC HEARING

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

Ayes:

Nays:

Approved:

**TOWNSHIP OF DELRAN, NEW JERSEY
ORDINANCE 2020-11**

BOND ORDINANCE AUTHORIZING THE UNDERTAKING OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF CAPITAL EQUIPMENT IN AND FOR THE TOWNSHIP OF DELRAN; APPROPRIATING THE SUM OF \$1,156,250 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$860,938; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

PUBLIC HEARING

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

Ayes:
Nays:
Approved

RESOLUTIONS

**TOWNSHIP OF DELRAN
RESOLUTION 2020-137**

GOVERNING BODY CERTIFICATION OF THE 2019 ANNUAL AUDIT

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

Ayes:
Nays:
Approved

**TOWNSHIP OF DELRAN
RESOLUTION 2020-138**

**APPROVING THE CORRECTIVE ACTION PLAN BASED ON
RECOMMENDATIONS IN THE 2019 AUDIT REPORT**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

Ayes:
Nays:
Approved

CONSENT AGENDA

- | | |
|----------------------------|---|
| RESOLUTION 2020-139 | AUTHORIZING CLOSE OUT CHANGE ORDERS FOR VARIOUS PROJECTS |
| RESOLUTION 2020-140 | REFUND TAX OVERPAYMENT |
| RESOLUTION 2020-141 | CANCELLING STALE-DATED OUTSTANDING CHECKS |

**RESOLUTION 2020-142 APPROVING RAFFLE LICENSE #588 FOR DELRAN
ATHLETIC ASSOCIATION, INC.**

**RESOLUTION 2020-143 AUTHORIZING RELEASE OF VARIOUS PLANNING AND
ZONING BOARD ESCROWS**

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr.
Catrambone

Ayes:

Nays:

Approved:

MOTIONS

A motion accepting the report of the CFO including the September YTD Revenue Report, YTD Budget Report and September Check Register.

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr.
Catrambone

Ayes:

Nays:

Approved:

A motion authorizing the payment of bills including all purchases made under the Cooperative Purchasing Agreement

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr.
Catrambone

Ayes:

Nays:

Approved:

A motion accepting the report of the Tax Collector and Township Clerk

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr.
Catrambone

Ayes:
Nays:
Approved:

REPORTS

Clerk

Administrator

Solicitor

Fire Commissioners

Members of Council

Mayor

Public Portion of the meeting – Motion to open the meeting to the public

Motion to adjourn the meeting

MOVED BY _____ SECONDED BY _____

Roll Call: Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. Catrambone

Ayes:
Nays:
Approved:

**TOWNSHIP OF DELRAN
ORDINANCE 2020-10**

**AN ORDINANCE TO ESTABLISH SALARY RANGES FOR 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 salary ranges for the employees serving in the following position:

POSITIONS	Annual 2020 Salary Range	Pay Period	Effective Date
Court Administrator	\$67,000 - \$80,000	Bi Weekly	8/1/2020
Tax Assessor	\$25,000 - \$30,000	Bi Weekly	9/15/2020

Section II Repeal - All ordinances or parts 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 twenty days after final adoption and publication according to law. This Ordinance is retroactive respectively to August 1, 2020.

MEMBERS OF COUNCIL	AYE	NAY	ABSENT	ABSTAIN
Mr. Lyon				
Mr. Mormando				
Ms. Parejo				
Mr. Burrell				
Mr. Catrambone				

Introduced: September 1, 2020

Adopted:

JAMEY EGGERS, MUNICIPAL CLERK

KEN PARIS, MAYOR

TOWNSHIP OF DELRAN, NEW JERSEY

ORDINANCE 2020-11

BOND ORDINANCE AUTHORIZING THE UNDERTAKING OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF CAPITAL EQUIPMENT IN AND FOR THE TOWNSHIP OF DELRAN; APPROPRIATING THE SUM OF \$1,156,250 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$860,938; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

BE IT ORDAINED by the Township Council of the Township of Delran, County of Burlington, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), pursuant to the provisions of the Local Bond Law, Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), as follows:

Section 1. The purposes described in Section 7 hereof are hereby authorized as general improvements to be made or acquired by the Township of Delran, County of Burlington, New Jersey ("Township").

Section 2. It is hereby found, determined and declared as follows:

- (a) the estimated amount to be raised by the Township from all sources for the purposes stated in Section 7 hereof is \$1,156,250;
- (b) the estimated amount of bonds or bond anticipation notes to be issued for the purposes stated in Section 7 hereof is \$860,938; and
- (c) a down payment in the amount of \$45,312 for the purposes stated in Section 7 hereof is currently available in accordance with the requirements of Section 11 of the Local Bond Law, *N.J.S.A. 40A:2-11*.

Section 3. The sum of \$860,938, to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$45,312, which amount represents the required down payment, and the sum of \$250,000, which amount represents a grant from the Municipal Park Development Program in Burlington County, are hereby appropriated for the purposes stated in this bond ordinance ("Bond Ordinance").

Section 4. The issuance of negotiable bonds of the Township in an amount not to exceed \$860,938 to finance the costs of the purposes described in Section 7 hereof is hereby authorized. Said bonds shall be sold in accordance with the requirements of the Local Bond Law.

Section 5. In order to temporarily finance the purposes described in Section 7 hereof, the issuance of bond anticipation notes of the Township in an amount not to exceed \$860,938 is hereby authorized. Pursuant to the Local Bond Law, the Chief Financial Officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver the same to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their date to delivery thereof. The Chief Financial Officer is hereby directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this Bond Ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 6. The amount of the proceeds of the obligations authorized by this Bond Ordinance which may be used for the payment of interest on such obligations, accounting, engineering, legal fees and other items as provided in Section 20 of the Local Bond Law, N.J.S.A. 40A:2-20, shall not exceed the sum of \$225,000.

Section 7. The improvements hereby authorized and the purposes for which said obligations are to be issued; the estimated costs of each said purpose; the amount of down payment for each said purpose; the maximum amount of obligations to be issued for each said purpose and the period of usefulness of each said purpose within the limitations of the Local Bond Law are as follows:

	<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulness</u>
A.	Acquisition of Various Heavy Equipment for the Public Works Department including, but not limited to, a Dump Truck, together with the completion of all work necessary therefor or related thereto	\$184,000	\$0	\$9,200	\$174,800	15 years
B.	Acquisition of Various Equipment for the Police Department including, but not limited to, an All Wheel Drive Vehicle and Command Box, together with the completion of all work necessary therefor or related thereto	57,250	0	2,862	54,388	5 years
C.	Various Improvements to Municipal Buildings and Grounds including, but not limited to, Reconstruction of Cooling Tower and Repair of Recreational Areas, together with the completion of all work necessary therefor or related thereto	185,000	0	9,250	175,750	15 years
D.	Acquisition of Various Traffic Equipment including, but not limited to, Pedestrian Crossing Signals and Traffic Calming Devices, together with the completion of all work necessary therefor or related thereto	430,000	0	21,500	408,500	5 years
E.	Completion of Various Improvements to Community Park including, but not limited to, Asphalt Paving,, together with the completion of all work necessary therefor or related thereto	300,000	250,000	2,500	47,500	10 years
	TOTAL	\$1,156,250	\$250,000	\$45,312	\$860,938	

Section 8. The average period of useful life of the several purposes for the financing of which this Bond Ordinance authorizes the issuance of bonds or bond anticipation notes, taking into consideration the respective amounts of bonds or bond anticipation notes authorized for said several purposes, is not less than 9.34 years.

Section 9. Grants or other monies received from any governmental entity, if any, will be applied to the payment of, or repayment of obligations issued to finance, the costs of the purposes described in Section 7 above.

Section 10. The supplemental debt statement provided for in Section 10 of the Local Bond Law, N.J.S.A. 40A:2-10, was duly filed in the office of the Clerk prior to the passage of this Bond Ordinance on first reading and a complete executed duplicate original thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. The supplemental debt statement shows that the gross debt of the Township, as defined in Section 43 of the Local Bond Law, N.J.S.A. 40A:2-43, is increased by this Bond Ordinance by \$860,938 and that the obligations authorized by this Bond Ordinance will be within all debt limitations prescribed by said Local Bond Law.

Section 11. The full faith and credit of the Township are irrevocably pledged to the punctual payment of the principal of and interest on the bonds or bond anticipation notes authorized by this Bond Ordinance, and to the extent payment is not otherwise provided, the Township shall levy ad valorem taxes on all taxable real property without limitation as to rate or amount for the payment thereof.

Section 12. The applicable Capital Budget is hereby amended to conform with the provisions of this Bond Ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended Capital Budget and Capital Program as approved by the Director of the Division of Local Government Services, is on file with the Clerk and available for inspection.

Section 13. The Township hereby declares its intent to reimburse itself from the proceeds of the bonds or bond anticipation notes authorized by this Bond Ordinance pursuant to Income Tax Regulation Section 1.150-2(e), promulgated under the Internal Revenue Code of 1986, as amended ("Code"), for "original expenditures", as defined in Income Tax Regulation Section 1.150-2(c)(2), made by the Township prior to the issuance of such bonds or bond anticipation notes.

Section 14. The Township hereby covenants as follows:

(a) it shall take all actions necessary to ensure that the interest paid on the bonds or bond anticipation notes authorized by the Bond Ordinance is exempt from the gross income of the owners thereof for federal income taxation purposes, and will not become a specific item of tax preference pursuant to Section 57(a)(5) of the Code;

(b) it will not make any use of the proceeds of the bonds or bond anticipation notes or do or suffer any other action that would cause the bonds or bond anticipation notes to be "arbitrage bonds" as such term is defined in Section 148(a) of the Code and the Regulations promulgated thereunder;

(c) it shall calculate or cause to be calculated and pay, when due, the rebatable arbitrage with respect to the "gross proceeds" (as such term is used in Section 148(f) of the Code) of the bonds or bond anticipation notes;

(d) it shall timely file with the Internal Revenue Service, such information report or reports as may be required by Sections 148(f) and 149(e) of the Code; and

(e) it shall take no action that would cause the bonds or bond anticipation notes to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

Section 15. The improvements authorized hereby are not current expenses and are improvements that the Township may lawfully make. No part of the cost of the improvements authorized hereby has been or shall be specially assessed on any property specially benefited thereby.

Section 16. All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 17. In accordance with the Local Bond Law, this Bond Ordinance shall take effect twenty (20) days after the first publication thereof after final passage.

Date of Introduction: September 1, 2020

Date of Final Adoption: _____, 2020

**TOWNSHIP OF DELRAN
RESOLUTION 2020-137**

GOVERNING BODY CERTIFICATION OF THE 2019 ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Council of the Township of Delran, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

DATED: October 6, 2020

TOWNSHIP CLERK

Gary Catrambone
President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2020-138**

**APPROVING THE CORRECTIVE ACTION PLAN BASED ON
RECOMMENDATIONS IN THE 2019 AUDIT REPORT**

WHEREAS, the New Jersey Department of Community Affairs has instituted a requirement for Local Units to prepare a Corrective Action Plan as part of the annual audit process in accordance with the Single Audit Act, U.S. Office of Management and Budget, Circular A-128 and New Jersey Circular Letter 87-11; and

WHEREAS, the Chief Financial Officer is responsible to prepare the plan with assistance from the other officials affected by the Audit Recommendation and approved by the governing body of the Local Unit.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Delran hereby approves the Corrective Action Plan based on the recommendations in the 2019 Audit Report.

DATED: October 6, 2020

TOWNSHIP CLERK

**Gary Catrambone
President of Council**

**TOWNSHIP OF DELRAN
RESOLUTION 2020-139**

AUTHORIZING CLOSE OUT CHANGE ORDERS FOR VARIOUS PROJECTS

WHEREAS, in order to close out contracts for projects throughout Delran Township are the following:

Various Roadways 2016 and 2017; Contract C7-00004 Revised Original Contract Amount: Original Contract 220,000.00 to 215,727.50 (Decrease 4,272.50)

Various Roadways GWP, C7-00011; Various Roadways Revised Original Contract from 1,047,176.50 to 870,444.51 (Decrease of 176,731.99)

Richard E. Pierson Materials CP Contract C8-00009, Revised original Contract Amount from 675,175.00 to 623,835.21 (Decrease of 51,339.79)

Richard E. Pierson Materials CP; Contract C8-00010 Revised Original Contract from 352,039.14 to 349,664.75 (Decrease of 2,374.39); and

It is necessary to make changes in the contract final contract amounts; and

WHEREAS, the Change Order was developed to itemize and authorize those changes; and

WHEREAS, Resolution 2020-122 Canceled Capital Appropriation of the Projects is hereby rescinded; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Delran that the Close Out Change Orders for a total amount of \$ \$234,718.67 is hereby authorized and approval is hereby granted to revise the contract amounts.

DATED: October 6, 2020

TOWNSHIP CLERK

Gary Catrambone, President of Council

**TOWNSHIP OF DELRAN
RESOLUTION 2020-140**

REFUND TAX OVERPAYMENT

WHEREAS, the Tax Collector certifies to the Mayor and the Township Council of the Township of Delran, that the tax records reflects an overpayment for the following account:

Block/Lot/Qual	Address	Make Check Payable to	Amount
125/34	101 Creek Road	Yildiz, Sebahatin 605 8th Street Riverside, NJ 08075	\$1,066.83

BE IT RESOLVED that copies of said resolution be forwarded to the Tax Collector, Township Auditor, and the Treasurer for their information and any appropriate action.

Dated: October 6, 2020

Jamey Eggers, Township Clerk

Gary Catrambone, Council President

**TOWNSHIP OF DELRAN
RESOLUTION 2020-141**

RESOLUTION CANCELLING STALE-DATED OUTSTANDING CHECKS

WHEREAS, upon review of the financial records of the Municipal Court Administrator, the General & Bail Municipal Court bank accounts maintained by the Township of Delran, has been determined that there are several stale-dated outstanding checks; and

WHEREAS, it is in the best interest of the Township to cancel these outstanding checks;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Township of Delran, County of Burlington and State of New Jersey that the following outstanding checks be cancelled:

MUNICIPAL COURT BAIL ACCOUNT:

Check Number: 1339500.00

Check Number: 1425 86.50

MUNICIPAL COURT GENERAL ACCOUNT:

Check Number: 552 3.00

Check Number: 442 7.00

Check Number: 169 3.00

Date: October 6, 2020

Jamey Eggers, Municipal Clerk

Gary Catrambone, Council President

**TOWNSHIP OF DELRAN
RESOLUTION 2020-142**

**APPROVING RAFFLE LICENSE #588
FOR DELRAN ATHLETIC ASSOCIATION, INC.**

BE IT RESOLVED that the application for raffle license pursuant to the Legalized Games of Chance Act of the State of New Jersey set forth below is hereby approved.

Raffle License 588
Delran Athletic Association, Inc.

Dated: October 6, 2020

**Jamey Eggers
Township Clerk**

**Gary Catrambone
President of Council**

**TOWNSHIP OF DELRAN
RESOLUTION 2020-143**

**AUTHORIZING RELEASE OF VARIOUS
PLANNING AND ZONING BOARD ESCROWS**

WHEREAS, the Planning and Zoning Boards require an escrow to be filed for applications before the board; and

WHEREAS, the Planning and Zoning Boards has determined that a remaining balance in certain escrows are no longer necessary as the work has been completed, and

WHEREAS, the secretary for the board has confirmed that all outstanding bills have been paid.

NOW, THEREFORE, BE IT RESOLVED that the Planning and Zoning Board escrows, as stated below including any additional applicable interest, be refunded and a signed copy of the resolution forwarded to be Secretary of the Planning and Zoning Boards.

<u>Name and Address</u>	<u>File #</u>	<u>Amount</u>
Lindy's Landscape, Inc. P.O. Box 68 Medford, NJ 08055	Z28-19	\$1,126.92
PROLOGIS, INC. Attn: Legal Department Michael Blair 1800 Wazee Street, Suite 500 Denver, CO 80202	P87-56	\$ 357.33
PROLOGIS, INC. Attn: Legal Department Michael Blair 1800 Wazee Street, Suite 500 Denver, CO 80202	P87-56-A	\$ 63.49
PROLOGIS, INC. Attn: Legal Department Michael Blair 1800 Wazee Street, Suite 500 Denver, CO 80202	P88-20	\$3,885.14
PROLOGIS, INC. Attn: Legal Department Michael Blair 1800 Wazee Street, Suite 500 Denver, CO 80202	P88-21	\$ 85.31
PROLOGIS, INC. Attn: Legal Department Michael Blair 1800 Wazee Street, Suite 500 Denver, CO 80202	P88-53	\$ 150.00

PROLOGIS, INC. P89-30 \$ 64.51
Attn: Legal Department
Michael Blair
1800 Wazee Street, Suite 500
Denver, CO 80202

PROLOGIS, INC. P89-40 \$ 237.00
Attn: Legal Department
Michael Blair
1800 Wazee Street, Suite 500
Denver, CO 80202

PROLOGIS, INC. P90-15 \$ 416.75
Attn: Legal Department
Michael Blair
1800 Wazee Street, Suite 500
Denver, CO 80202

DATED: October 6, 2020

TOWNSHIP CLERK

Gary Catrambone, President of Council