

**WORK SESSION  
MUNICIPAL BUILDING**

**November 27, 2018  
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 16, 2018 and posted on the bulletin board on the same date.**

**ROLL CALL:** Ms. Parejo, Mr. Burrell, Mrs. Kolodi, Mr. O'Connell and Mr. Catrambone.

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

**REQUEST TO REFUND MERCANTILE & FOOD HANDLER LICENSE FEE FOR STAR RESTAURANT**

Mr. Catrambone reported that everyone had an opportunity to read the memo regarding the request for a refund of the mercantile and food handler license fee for Star Restaurant. The business never opened and has been sold.

After discussion, Council agreed to place a Resolution on the public meeting agenda for authorization to refund the fees.

**JIF DIVIDEND**

Mr. Hatcher reported that Delran received a dividend from the Burlington County Joint Insurance Fund in the amount of \$59,750. What we have done in the past was to take the dividend and apply the total amount to next year's premium. Mr. Hatcher stated that Delran also has \$65,633 in the Aggregate Excess Loss Contingency Fund and once the JIF provides us the final budget figure is for Delran we will apply a portion of that amount to the premium to bring it down to a zero increase. Mr. Hatcher stated that he hopes to have that information to be able to adopt a Resolution at the public meeting. Council agreed.

Mr. Hatcher stated that at the next meeting Council will also need to adopt a Resolution waiving the appointment of a Risk Management Consultant. By allowing Mr. Hatcher to represent the Township it saves Delran approximately \$30,000. Council agreed.

**HMGP GRANT**

Mr. Winckowski stated that Delran Township applied for flood hazard mitigation funding for various properties in the Riverside Park section of town. Several properties were interested but little by little they dropped out. In the end we were down to 33 River Drive. We had an appraisal completed on the property which came in well below the mortgage value and the owner was no longer interested in pursuing the sale. FEMA was not willing to pay more than the appraised value and we were not able to apply that funding to another project. FEMA needs the Township to close out the project so they can utilize those funds elsewhere.

Mr. Paris stated that this past weekend the water was very high down by the creek and residents are getting very concerned. The water was up and into the street. Mr. Paris stated that he wants to pursue state and federal funding this year for improvements along the river.

Ms. Parejo stated that she was there yesterday and it was pretty shocking.

Mr. Winckowski stated that we can reinitiate our letters with the Army Corp of Engineers to remind them we are still looking for funding. We were also looking to build up the berm in that area during the County trail project. Mr. Winckowski stated that this is a complicated issue because the area is lower than the river during high tide. The problem we face is that the cost to fix the problem is more than the cost to purchase the homes that are affected.

Mr. Catrambone asked what action is needed to close out the HMGP grant.

Mr. Winckowski stated that Council needs to adopt a Resolution to authorize Mr. Hatcher to sign the close out form.

Mr. Catrambone asked Council for a motion to adopt the following Resolution.

**TOWNSHIP OF DELRAN  
RESOLUTION 2018-214**

**AUTHORIZING JEFFREY HATCHER TO SIGN THE AGREEMENT  
TO RELEASE THE HMGP GRANT**

**BE IT RESOLVED** by the Township Council of the Township of Delran that Jeffrey Hatcher, Township Administrator is hereby authorized and directed to sign the agreement to release and terminate the HGMP grant program on behalf of the Township of Delran.

Mr. O'Connell made a motion, seconded by Mrs. Kolodi to adopt Resolution 2018-214.

There being no questions, the roll was called.

Ms. Parejo, Mr. Burrell, Mrs. Kolodi, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

**COMMUNITY CALENDAR**

Mr. Burrell reported that he has been discussing this issue with Deb Hammond from the Green Team. The long term vision is that we would like to explore a system where organizations can enter their events and it would all go to one calendar for the public to have all information in one place.

After discussion, Council agreed to explore having a community calendar with limited access by the Township organizations. Mr. Burrell will start working on the development.

## **REPORTS**

**Ms. Eggers** – Ms. Eggers reported that the 2019 Professional Services RFP's are being advertised tomorrow. The deadline is 12/18 at 10:00 A.M.

Ms. Eggers stated that a reorganization date will also need to be discussed.

Mr. Catrambone stated discussion can take place at the next work session.

**Mr. Hatcher** – Mr. Hatcher reported that several changes will happen over the next couple of months. We will have the retirement of the Chief Financial Officer, Construction Code Official, Tax Collector and Public Works Superintendent.

**Mr. Winckowski** – Mr. Winckowski reported that the CDBG grant application is due at the end of December. At the December 11<sup>th</sup> work session we would need to hold a public hearing on the application. Mr. Winckowski suggested that we apply for handicap curb ramps in various areas of town. Mr. Winckowski stated that he is working with Jerry DeSanto, Public Works Superintendent to determine the areas. Council agreed to advertise for the public hearing on December 11<sup>th</sup>.

Mr. Winckowski stated that at the December 11<sup>th</sup> work session he would like to begin the discussions on the 2019 Road Program. He will provide Mayor and Council with an updated list.

**Mr. Arnautovic** – No report.

**Mr. Parento** – Mr. Parente stated that the RAC is ready to go with the Winter Festival this Saturday; however, the weather is not looking great. There is no rain date in place.

**Mr. O'Connell** – Mr. O'Connell thanked Councilwoman Kolodi for putting together the Veteran's commemoration.

**Mr. Burrell** – Mr. Burrell reported that they are renting a tent for the Winter Festival which will be paid for by the Fire Department. We need to execute the contract and the company will not change the language in their hold harmless agreement and will require the Township to sign the agreement holding them harmless. Council will need to determine whether they want to sign the agreement.

Mr. Arnautovic stated that this is a contract issue and should be reserved for closed session.

**Ms. Parejo** – No report.

**Mrs. Kolodi** – Mrs. Kolodi thanked Ms. Eggers, members of Council and the RAC for all their help with the Veteran's commemoration.

**Mr. Catrambone** – Mr. Catrambone reported that everyone received an email regarding the Stellwag barn. Mr. Catrambone stated that he will reach out to the developer. There may be some artifacts they are willing to donate to the Historical Society.

Mr. Catrambone stated that the Delran Senior's will be holding their Christmas Party next week and reminded Council to reach out to them if they will be attending.

Mr. Catrambone stated that some residents have reached out indicating that they would like to see the holiday house decorating contest continue. He would like to see if the RAC would like to take on that contest.

Mr. Paris stated that if we do not have Winter Festival this weekend he would like to see the RAC still have the Tree Lighting in the municipal building.

Mr. Catrambone asked when a decision will be made on the cancellation of the Winter Festival.

Mr. Burrell stated that they will have a decision by end of business tomorrow.

**Mr. Paris** – Mr. Paris stated that we had to do a repair on one of the pump stations. He would like to have CME Associates take a look at the others and if they are in bad condition we may have to look at a five year plan.

Mr. Hatcher stated that issue was one of the generators went bad. We have added funds in the R & R budget for the Sewer Department to replace the third generator. In looking at the generators they all appear to around the same age. We will be looking to replace one by year end and then another in 2019.

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

**TOWNSHIP OF DELRAN  
RESOLUTION 2018-215**

**AMENDING RESOLUTION 2018-213 TO ADD THE FOLLOWING DISCUSSION TO  
EXECUTIVE SESSION:  
CONTRACT NEGOTIATIONS – TENT PROVIDER WINTER FESTIVAL**

**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 November 27, 2018, for the following reason:

1. Contract Negotiations – Contract Negotiations – Tent Provider Winter Festival

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

Mr. O'Connell made a motion, seconded by Mrs. Kolodi to adopt Resolution 2018-215.

There being no questions, the roll was called.

Ms. Parejo, Mr. Burrell, Mrs. Kolodi, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

**PUBLIC PORTION**

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

Chuck Stahl, 184 Natalie Road, discussed the Community Calendar. Mr. Stahl stated that one thing Mr. Burrell may want to look at is with your personal calendar you can subscribe to other calendars. He is not sure if you can do that with the website calendar but if you can you would not have to input the information from the other organizations.

Mrs. Kolodi made a motion to close the meeting to the public, seconded by Mr. Burrell. 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: Contract Negotiations – Emergency Squad, Personnel Matters – Tax Collector/Construction Code, Contract Negotiations – Police Union Negotiations, Contract Negotiations – Tent Provider Winter Festival.

Mrs. Kolodi made a motion to end the closed session and reopen the meeting to the public. The motion was seconded by Ms. Parejo. All were in favor, motion approved.

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

**TOWNSHIP OF DELRAN  
RESOLUTION 2018-216**

**AUTHORIZING TOWNSHIP ADMINISTRATOR TO SIGN THE CONTRACT  
WITH SSE PARTY RENTALS**

**BE IT RESOLVED** by the Township Council of the Township of Delran that Jeffrey Hatcher, Township Administrator is hereby authorized and directed to sign the tent rental contract with SSE Party Rentals for the Winter Festival.

Mr. O'Connell made a motion, seconded by Ms. Parejo to adopt Resolution 2018-216.

There being no questions, the roll was called.

Ms. Parejo, Mr. Burrell, Mrs. Kolodi, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

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

Respectfully submitted,

Jamey Eggert, Township Clerk