

**WORK SESSION
MUNICIPAL BUILDING**

**February 25, 2020
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 10, 2020 and posted on the bulletin board on the same date.

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

ALSO PRESENT: Mr. Platt, Solicitor, Mr. Mullen, Public Works Superintendent, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

BOY'S STATE

Mr. Catrambone reported that we have supported the sponsorship each year and we typically sponsor one individual in the amount of \$275.00. Council agreed.

Mr. Mormando made a motion, seconded by Mr. Lyon authorizing the sponsor of one individual for Boy's State in the amount of \$275.00.

There being no questions, the roll was called.

Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

MUNICIPAL BUILDING SIGN

Mr. Hatcher reported that they have discussed the sign at the last meeting and we will match the base of the sign to the municipal building including the dark blue. The sign proposed is aluminum and matches the design of the municipal building. The quote is under the bidding threshold but we will need to follow the pay to play regulations. The amount quoted is \$39,017.00. If Council agreed we can move forward with the process.

Mr. Platt asked if there will be a parts and labor warranty and if they will provide the Township with a certificate of insurance.

Mr. Mullen stated yes.

Mr. Hatcher stated that it is a five-year parts warranty.

After discussion, Council agreed. A Resolution will be on the Public Meeting agenda for approval.

Mr. Mullen reported that we will also be updating the block area around the sign and additional landscaping work. We are also working on a lighting plan for the front of the municipal building.

JIF LOSS RATIO REPORTS

Mr. Hatcher reported that he provided the quarterly loss ratios reports for JIF, MEL, EPL/POL lines of coverages. The Township POL/EPL coverage is at 0% for the six-year period. A 17.4% loss ratio for the MEL line of coverage for the six-year period and a 69.2% loss ratio for the JIF coverage. All three lines of coverage were below the BURLCO JIF average and have put us in a good position in regard to insurance assessments going forward.

2020 MUNICIPAL BUDGET

Mr. Hatcher reported that everyone has been through this process at least one time now. The beginning section of the book under memo to Mayor and Council basically has everything they would need. The first few pages are the comprehensive budget which is exactly what is submitted to the state. The additional 15 pages are detailed budget sheets. Behind the detailed budget sheets there are a series of questions that he anticipated and tried to address. The budget looks good. There are no new full-time positions proposed. There are some increases in the number of hours in the Construction Office for the part-time inspectors as we expect an increase in construction. The budget is below both the appropriation and the levy cap. The budget currently is less than last year. The fund balance is in the same area as it was at year end 2018 but we are waiting on final figures. There are additional capital items for consideration. The Sewer Department Budget does not require a rate increase for the tenth year in a row. The fund balance is significant enough that we could address the issues along Route 130 in cash. Tonight, we need to arrive at a budget calendar. We have until the end of March or the next regular meeting to introduce the 2020 budget which is April 7th. The regular work session for March are the 10th and the 24th. There is a week in between those meetings and a week before the public meeting should Council need to add an additional work session.

After discussion, Council agreed to discuss the budget at the two regular work session and add an additional meeting if necessary after the 24th to be ready to introduce on April 7th.

Mr. Hatcher stated that if there are any questions before hand please let him know. There will be minor changes before now and introduction and we will review those at the meetings.

REPORTS

Mr. Mullen – No report.

Ms. Eggers – No report.

Mr. Hatcher – Mr. Hatcher reported that he will be moving Kim Bogie from the Court Administrator's Office to serve as the Administrative Secretary in his office and we will be advertising for the position of Deputy Court Administrator.

Mr. Platt– No report.

Mr. Lyon – Mr. Lyon stated that he wanted to make sure that the speeding along Grande Blvd. is kept on the forefront.

Mr. Hatcher stated that this in the budget under capital.

Mr. Burrell – Mr. Burrell seconded Mr. Lyon’s comment and added that Tenby Chase Drive be included.

Ms. Parejo – No report.

Mr. Mormando – No report.

Mr. Catrambone – Mr. Catrambone asked if we have an updated on the island removal at Fairview Blvd.

Mr. Hatcher stated that he will get Council an update.

Mr. Catrambone stated that several members of Council will be reading at the schools on Monday for Read Across America Day and he is looking forward to that.

Mr. Catrambone stated that he will be meeting with the Delran Historical Society along with Mr. Mormando on March 16th.

PUBLIC PORTION

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

There were no public comments.

Mr. Mormando made a motion to close the public portion, seconded by Mr. Lyon. All were in favor, the motion was approved.

Mr. Mormando made a motion, seconded by Mr. Burrell to enter into closed session for discussion on the following issue: Contract Discussions – Delran Emergency Squad, Personnel Matter – Police Department, Personnel Matter – Municipal Court, Negotiations – Affordable Housing MOU Abrasive Alloy

Mr. Mormando 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.

There was no action taken after executive session.

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

**TOWNSHIP OF DELRAN
RESOLUTION 2020-50**

**AUTHORIZING EXECUTIVE SESSION TO DISCUSS THE FOLLOWING: LITIGATION
AFFORDABLE HOUSING UPDATE**

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 February 25, 2020, for the following reason:

1. Litigation – Affordable Housing Update

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

Mr. Mormando made a motion, seconded by Mr. Burrell to adopt Resolution 2020-50.

There being no questions, the roll was called.

Mr. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

Mr. Burrell made a motion, seconded by Mr. Mormando to enter into closed session for discussion on the following issue: Litigation – Affordable Housing Update

Mr. Mormando 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.

There was no action taken after executive session.

Mr. Lyon 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