

**WORK SESSION
MUNICIPAL BUILDING**

**February 26, 2019
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 4, 2019 and posted on the bulletin board on the same date.

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

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

AERIAL MOSQUITO CONTROL

Mr. Hatcher reported that this is performed around the creek and the swampy areas in the Township. They will not perform the spraying unless it is approved by the Township which we have done every year. They only use chemicals that are approved by the State and Federal government.

Mr. Catrambone asked if Council had any questions. There were no questions. Council agreed to add a Resolution to the Public Meeting agenda for approval.

ENGINEERING – 2019 ROAD PROGRAM

Mr. Hatcher reported that we will have second reading on the road program ordinance coming up on March 5th. Mr. Hatcher wanted to make sure that Council that did not have any question about the engineering that way when the twenty day estoppel period has expired we can add the engineering approval added to an agenda for approval. The engineering fee estimate is \$188,000. Council agreed.

ENGINEERING – FAIRVIEW BLVD. ISLAND REMOVAL

Mr. Hatcher reported that the twenty day estoppel period has expired on the bond ordinance for the Fairview Blvd. Island removal. If Council agrees, we can authorize the engineering by Resolution at the public meeting. The engineering estimate is \$13,000.

After discussion, Council agreed to authorize the engineering at the public meeting.

DPA SALARY ORDINANCE

Mr. Hatcher reported that at the work session we approved the memorandum of understanding with the Delran Patrolman's Association. We are working through the contract but would like to move forward with the introduction of the salary ordinance at the public meeting. Council agreed.

JAKE'S PLACE RE-BID

Mr. Winckowski stated that Decker's Inc. came in as the low bidder and the Township Attorney has reviewed the bid and determined they were a responsive bidder. Based on the budget, Council needs to determine what portion of the bid to award. The base bid which includes the

base work for the main playground area. That does not include the pour in place material or installation. Alternate A includes the base work for a shade structure which was donated. Alternate B includes the base work to install the swing set. If we were to award the base bid, plus alternate A & B the total cost would be \$90,634.95. The Township received a \$200,000 grant from the Burlington County Park Development Program. Under the agreement with Jake's Place the Township agreed to dedicate the money to this project. If we award the full bid, that leaves about \$110,000 left. When adding in the full color pour in place, the total cost would be estimated at \$250,000. For the mix color pour in base for the base bid only the total contract cost would be just under \$200,000. That would mean Jake's Place would have to pay for the installation of the pour in place material which is estimated at \$16,000. The cost for the pour in place material and installation for the playground area is approximately \$30,000. Jake's Place believes that with their spring fundraiser coming up, they can make up to difference to cover those costs. The cost for the installation of the shade structure will also need to be determined.

After discussion, Council feels they need to meet with Jake's Place to determine where they stand with the additional funds necessary to complete the project.

DONATED LEAVE PROGRAM

Mr. Catrambone stated that we discussed this briefly at the last work session. This would be a program where employees would be able to donate their leave time to other individuals in need.

Mr. Hatcher stated that the only leave that can be donated is sick leave. Approval would be needed from civil service in order to approve this program. The ordinance that was provided in the packet was an ordinance that was approved by civil service for another municipality. Mr. Hatcher stated that there are pros and cons to this program.

Mr. Paris stated that he feels this is a good program.

Mr. Arnautovic, Solicitor, stated that there are mechanisms to limit abuse of this program.

Mr. Hatcher stated that one individual can receive up to a maximum of 260 sick days and one individual can donate a maximum of 30 days. A minimum of five employees would have to be willing to donate time.

Mr. Catrambone asked what the next step would be if we decided to move forward.

Mr. Arnautovic stated that their office would refine the ordinance template presented in coordinate with Mr. Hatcher. Once civil service gave the green light, we would move forward with introduction and adoption. Council agreed to move forward.

2019 BUDGET BOOK DISTRIBUTION

Mr. Hatcher handed out the 2019 Budget binders to Council. Mr. Hatcher stated that all the information that Council needs to review is under the first section. The remainder of the book outlines the backup for the departmental budget requests and other area of cost within the budget. The capital budget request for all departments is under that section. The last page of the Mayor and Council section contains a summary with an overall view of where the budget stands but those numbers will change. Council will need to make a determination along the way as to the amount of fund balance they wish to use to balance the budget. Mr. Hatcher stated that we are under the budget appropriation cap and the levy cap. The biggest increases in this

budget include debt service and police pension Mr. Hatcher stated that if anyone has any questions they can contact him prior to the budget meetings or he would be happy to sit down with anyone. Mr. Hatcher stated that he outlined the budget calendar this year. We have March 12th and 26th set aside for budget meetings with March 19th scheduled as an extra meeting should it be necessary. The introduction of the budget will take place at the April 2nd public meeting and public hearing and adoption scheduled for May 7th. The budget synopsis will be advertised on April 24th.

REPORTS

Chief Parente – No report.

Ms. Eggers – No report.

Mr. Hatcher – Mr. Hatcher stated that we received notice of a Distracted Driving Grant for the Police Department. The grant will cover up to 100 hours of enforcement at \$55.00 per hour. The Township would have to make the difference between that amount and the overtime rate for each officer. The biggest exposure the Township could incur is \$2,670.00. If Council agrees, he would like to authorize this at the public meeting. Council agreed.

Mr. Winckowski, Township Engineer – No report.

Mr. Arnautovic – Mr. Arnautovic stated that it is his understanding that a legal opinion has been issued in regards to the sump pump issue discussed at the last meeting.

Mr. Lyon – No report.

Mr. Burrell – No report.

Ms. Parejo – No report.

Mr. Mormando – No report.

Mr. Catrambone – No report.

Mr. Paris – No report.

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

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

Respectfully submitted,

Jamey Eggers, Township Clerk

