

**WORK SESSION
MUNICIPAL BUILDING**

**April 23, 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.

PUBLIC WORKS EMPLOYEE

Mr. Hatcher reported that each year we appropriate approximately \$30,000 for summer help in the Public Works Department. Mr. Hatcher stated that it is becoming difficult to get help that can perform the different jobs in the department. In discussion with the Public Works Superintendent, he recommended that we hire an additional employee to take the place of the summer help. For 2019, there will be no impact to the budget and next year there would be approximately a \$10,000 increase in the overall budget. There are two other extenuating circumstances in the department. One employee is currently on light duty and one is out on a leave of absence due to health issues and we are not sure if he will return. The Public Works Department is shorthanded. We have the same number of employees as we did before that Grande, Summerhill and Community Park were built.

After discussion, Council agreed to hire a full-time employee in lieu of the temporary summer help.

SALARY ORDINANCE SUMMER HELP

Mr. Hatcher stated that our current salary ordinance for summer camp employees does not meet the minimum wage requirements. We are looking to adopt a salary ordinance with a range and will then follow up with a Resolution. Council agreed. The ordinance will be on the public meeting agenda for introduction.

ORDINANCE AMENDING DCRP

Mr. Catrambone stated that this ordinance identifies employees eligible for the Defined Contribution Retirement Program.

Mr. Arnautovic reported that he does not see an issue with the removal of Municipal Prosecutor and the Municipal Engineer as they are not paid through the payroll system. Mr. Arnautovic recommended that we confirm with the Local Finance Board to make sure they are comfortable with the removal of the Municipal Delran Sewerage Authority. Mr. Arnautovic stated that it is his understanding that the Municipal Court Administrator is not eligible for DCRP and is a PERS position. Mr. Arnautovic recommended we confirm with the Local Finance Board the addition of Municipal Court Administrator, Crossing Guard and Zoning Officer. Mr. Arnautovic stated that he is comfortable adding Construction Code Official to the list of employees that are exempt from the DCRP as they can also join PERS.

Mr. Hatcher reported that the reason crossing guards were not on the list is that no one was making over the \$5,000.00 minimum and most now meet the requirement. Mr. Hatcher stated that we will make the changes to the ordinance.

SEWER BILLING CLAIMS

Mr. Catrambone stated that we are revisiting a sewer claim that was discussed at a prior meeting.

Mr. Hatcher stated that Tax Collector is not recommending an adjustment for account 10238285-0. There was a previous adjustment in 2018 and the water consumption used to calculate the 2019 rate is what they were billed for in those months. Council agreement there should be no adjustment made.

SPEEDING IN THE GRANDE

Mr. Catrambone stated that we received a request from the Grande asking that we address their speeding concerns.

Mr. Hatcher stated that he received a request to install speed humps, stop signs and other items on Grande Blvd. and Castleton. Mr. Hatcher stated that he notified the Association that past policies of the Township have not addressed speeding concerns with speed humps. They requested that a speed study be completed which we did after the winter. The results are attached to the memo for both streets.

Chief Parente stated that 85% of all vehicles are traveling 33 MPH or slower. He feels that the department can do some enforcement in the area.

Mr. Winckowski stated that this is a common issue in many municipalities and he doesn't see anything in the report that stands out. Only 5% of the vehicles are traveling over 36 MPH. Mr. Winckowski stated that speed humps are typically geared towards residential roads. Grande Blvd. is considered a collector street. Mr. Winckowski stated that Castleton is a separate issue as that is a private road and the Township does not have jurisdiction. If they wanted to add speed humps or additional stop signs they can apply to the Planning Board.

After discussion, Council agreed that that the Township will not be making any changes to Grande Blvd by installing speed humps or stop signs. If they want to make any improvements on Castleton, they can make application to the Planning Board. Council requested that the Police Department perform a speed study on Tenby Chase Drive to determine if painting the 25 MPH signage in the roadway has impacted the speed.

BUDGET AMENDMENT

Mr. Hatcher reported that \$40,000 was left out of the budget for reimbursement for condo snow removal. To address the issue, we can take the \$40,000 from surplus. If we add it under its own line item, we can adopt a Resolution after the public hearing on May 7th to add the line item. We can then adopt the budget the same night. Council agreed. Mr. Hatcher provided Council with a copy of the budget power point presentation. He will also send it by email so that it is in color. Mr. Hatcher stated that he would like to get this on the website by the end of the week. If anyone sees an issue with the presentation between now and Friday, let him know.

CAMERAS AND AMPLIFICATION

Mr. Catrambone stated the final item on the agenda is the discussion on the installation of cameras and amplification in both the court room and Council chambers. The proposal shows a total of six televisions in the court room and one in the Council Chambers. Mr. Catrambone suggested two 49 inch televisions on the soffit and two 65 inch televisions on the side walls.

After discussion, Mr. Hatcher suggested that Council identify what they want to see in terms of televisions instead of reviewing the proposal submitted.

Mr. Paris stated that he is all for technology but recommended that we look at other items such as the heating and air conditioning system.

Mr. Hatcher stated that this proposal was what they felt was needed for everyone in the room to be able to see.

Mr. Catrambone stated that we need to see a diagram as the information provided is not helpful.

Mr. Burrell stated that the most important is cameras for recording the meetings. One camera is included in the proposal. Mr. Burrell stated that there is a device can purchase for around \$250.00 that would stream the meeting right to you tube.

Mr. Catrambone stated that he would be happy to make a sketch to outline what he would like to see.

Mr. Burrell asked that the audio for the video recording be picked up from the microphones and not the camera.

Mr. Lyon stated that no matter what we decide it is not going to be perfect for everyone. We need to do the best we can with a reasonable amount of money.

Mr. Burrell stated that he spoke with Ms. Eggers and Mr. Hatcher about switching the video over to you tube because it is free.

Mr. Hatcher stated that the live stream contract runs until the end of the year.

Mr. Catrambone stated that he would like to crown used as the amplification.

Mr. Burrell stated that he would like to see a mute button on the microphones.

Mr. Catrambone stated that it would be great if the microphones had a red light to indicate they are on or possibly gated microphones. Mr. Catrambone stated that he will e-mail his questions to Mr. Hatcher.

REPORTS

Chief Parente – No report.

Ms. Eggers – No report.

Mr. Hatcher – Mr. Hatcher stated that Jeff Worden, who is involved in the cleanup at Water's Edge will be calling in on Wednesday morning at 8:30 A.M. to give us an update on the cleanup. Mr. Catrambone will be participating in the call. Mr. Hatcher stated that Mr. Worden is also available on Thursday if other members, who can't participate on Wednesday, would like to receive an update.

Mr. Paris stated that he is available on Thursday or Friday and would like to meet with them in person. Mr. Lyon stated that he is also available on Thursday and Friday morning. Mr. Mormando stated that he is available Wednesday morning. Ms. Parejo stated that she can meet anytime on Thursday or in the afternoon on Friday. Mr. Paris stated that we will try and set up the meeting for Thursday for 9:00 AM for himself, Mr. Lyon and Ms. Parejo. Mr. Mormando and Mr. Catrambone will participate in the call at 8:30 AM on Wednesday.

Mr. Hatcher stated that the Jake's Place build is coming up on May 4th -5th.

Mr. Winckowski – Mr. Winckowski reported that they are working on the bids for the 2019 Road Program and hope to have it advertised in June. The contractor for the 2018 Road Program and Hartford Road has been working on the punch list items and we are working on the paperwork to close out the project.

Mr. Arnautovic – Mr. Arnautovic reported that he has provided Mr. Hatcher with a draft of the donated leave ordinance and the amendment to the zoning appeal ordinance.

Mr. Lyon – Mr. Lyon thanked the Chief of Police for the extra patrols in Summerhill to address the vandalism problems.

Mr. Burrell – No report.

Ms. Parejo – No report.

Mr. Mormando – No report.

Mr. Catrambone – Mr. Catrambone reported that he asked Mr. Hatcher to have Public Works take a look at the benches along River Drive and to also see if any of the signage needs to be replaced.

Mr. Paris – No report.

PUBLIC PORTION

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

There were no public comments.

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

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