



**TOWNSHIP OF DELRAN
WORK SESSION
January 28, 2025 7:00 PM**

I. Call to Order

II. Salute to the flag

III. 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 8, 2025, and posted on the bulletin board on the same date.

IV. Roll Call: Mr. Morrow, Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon

V. Ordinance(s) on First Reading

- a. Ordinance 2025-02** Ordinance of the Township Of Delran Amending Chapter 63 of the Township Code to Establish Uniformity With Regard to the Recent Amendments of the Fair Share Housing Act (P.L. 2024 C.2)

Moved By _____ Seconded By _____

Roll Call: Mr. Morrow, Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon

Ayes:

Nays:

Approved:

VI. Resolution(s)

- a. Resolution 2025-41** Resolution of the Mayor and Council of the Township of Delran, Burlington County, New Jersey, Adopting its Fourth Round Fair Share Affordable Housing Obligation and Other Actions

Moved By _____ Seconded By _____

Roll Call: Mr. Morrow, Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon

Ayes:

Nays:

Approved:

VII. Consent Agenda

- a. Resolution 2025-42** Approving Raffle License 659, 660, 661, 662 and Bingo License 2025-01 for PTO Holy Cross Preparatory Academy

- b. **Resolution 2025-43** Risk Management Consultant Burlington County Municipal Joint Insurance Fund
- c. **Resolution 2025-44** Approval to Apply for a Grant from the New Jersey Department of Community Affairs for Approximately \$100,000.00 for Improvements to Summerhill Park
- d. **Resolution 2025-45** Approving 2025 CWA Floating Holiday Schedule
- e. **Resolution 2025-46** Authorizing Change Order No. 1 for the 2024 Road Program
- f. **Resolution 2025-47** Extending 2025 Budget Deadlines
- g. Approving the following appointments to the Recreation Advisory Committee:
 - Patricia Griffith for a term to expire 12/31/2025
 - Steve Grello for a term to expire 12/31/2026
 - Tina Buckley for a term to expire 12/31/2026
 - Samantha Hutchins for a term to expire 12/31/2027
 - Angie Nally for a term to expire 12/31/2027
- h. Authorizing the payment of bills including all purchases made under the cooperative purchasing agreement
- i. Approval of the following mercantile licenses:
 - Stewart Business Systems, LLC, 1825 Underwood Blvd.
 - M6 Logistics, Inc. 1816 Underwood Blvd.

Moved By_____ Seconded By_____

Roll Call: Mr. Morrow, Mrs. Apeadu, Mr. Smith, Mr. Jeney, Mr. Lyon

Ayes:
Nays:
Approved:

VIII. Minutes for Approval

- a. Approval of the minutes for the following meetings:
 - Public Meeting - November 12, 2024
 - Work Session - November 26, 2024

IX. Public Comment

X. Reports

- a. Emergency Services
- b. Boards/Committees
- c. Administrator – Joseph Bellina
- d. Clerk – Jamey Eggers
- e. Mayor – Barnes Hutchins
- f. Solicitor – Al Marmero, Esq.
- g. Council Members

XI. Adjournment

**TOWNSHIP OF DELRAN
ORDINANCE 2025-02**

**ORDINANCE OF THE TOWNSHIP OF DELRAN AMENDING CHAPTER 63 OF THE
TOWNSHIP CODE TO ESTABLISH UNIFORMITY WITH REGARD TO THE RECENT
AMENDMENTS OF THE FAIR SHARE HOUSING ACT (P.L. 2024 c.2)**

WHEREAS, amendments to the Fair Housing Act (P.L. 2024, c.2) require municipalities to report project/unit and trust fund information to the Department of Community Affairs by February 15 of each year; and

WHEREAS, currently the Township Code addresses this issue with respect to certain, but not all, recently amended conditions as contained under P.L. 2024, c.2; and

WHEREAS, the Mayor and Township Council recognize the need to bring uniformity to the Township Code as it relates to P.L. 2024, c.2; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Council of Delran Township as follows:

§63-15 entitled “Affordable Housing - Administration” specific to Section A shall be revised to now read as follows:

§ 63-15 Administration.

A. The position of Municipal Housing Liaison (MHL) for the Township of Delran is established by this chapter. The Township shall make the actual appointment of the MHL by means of a resolution.

- (1) The MHL must be either a full-time or part-time employee of Delran.
- (2) The person appointed as the MHL must be reported to the Court and thereafter posted on the Township's website.
- (3) The MHL must meet all the requirements for qualifications, including initial and periodic training.
- (4) The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for the Township of Delran, including the following responsibilities which may not be contracted out to the administrative agent:
 - (a) Serving as the municipality's primary point of contact for all inquiries from the state, affordable housing providers, administrative agents and interested households;
 - (b) The implementation of the affirmative marketing plan and affordability controls.
 - (c) ~~When applicable, supervising any contracting administrative agent.~~ **Ensuring that an administrative agent is assigned to each affordable housing project and overseeing compliance of administrative agents working in the municipality.**
 - (d) ~~Monitoring the status of all restricted units in the Township's Fair Share Plan;~~ **Overseeing and monitoring and reporting on the status of proposed and completed affordable housing units.**

(e) Compiling, verifying and submitting annual reports as required;

(f) Coordinating meetings with affordable housing providers, **developers, municipal officials** and administrative agents, as applicable; and

(g) Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by the Affordable Housing Professionals of New Jersey (AHPNJ).

The ordinance shall take effect immediately upon passage and publication according to law.

Vote taken on First Reading and Introduction:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Lyon					

Vote take on Second Reading, Public Hearing and Adoption:

Council Member	Aye	Nay	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Lyon					

Introduced:

Adopted:

Published:

SO ORDAINED.

Witnessed and attested by:

TOWNSHIP OF DELRAN

Jamey Eggers, Township Clerk
Township of Delran

Mayor Barnes Hutchins

Date Signed: _____, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-41**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF DELRAN,
BURLINGTON COUNTY, NEW JERSEY, ADOPTING ITS FOURTH ROUND FAIR
SHARE AFFORDABLE HOUSING OBLIGATION AND OTHER ACTIONS**

WHEREAS, pursuant to the Fair Housing Act P.L. 2024, c.2, (“FHA”) the State of New Jersey adopted legislation addressing the Fourth Round of affordable housing for the period 2025 to 2035; and

WHEREAS, pursuant to the FHA, the Department of Community Affairs (“DCA”), published Fourth Round preliminary obligations for each municipality in October of 2024; and

WHEREAS, the DCA calculated the Township of Delran as having a present need or rehabilitation share of 40 units and a prospective need share of 96 units for the Fourth Round; and

WHEREAS, pursuant to the FHA, every municipality in the State of New Jersey has an obligation to adopt a binding resolution establishing its fair share affordable housing obligation for the Fourth Round by January 31, 2025; and

WHEREAS, the Township’s affordable housing professionals have reviewed the present need and prospective share published by the DCA and have recommended that the Township adopt these amounts as its Fourth Round Fair Share obligation; and

WHEREAS, the Mayor and Township Council have reviewed this matter and agree to accept the recommendations of the Township’s affordable housing professionals and take other necessary actions in connection with the FHA.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Delran, County of Burlington and State of New Jersey hereby establishes its Fourth Round Affordable Housing Fair Share obligation as a present need or rehabilitation share of 40 units and a prospective need share of 96 units; and

BE IT FURTHER RESOLVED, that the Township of Delran’s Fourth Round Affordable Housing Fair Share obligation is subject to vacant land adjustments and other amendments as may be provided for by law and the Township hereby reserves its right to adjust its Fourth Round Affordable Housing Fair Share obligation accordingly; and

BE IT FURTHER RESOLVED, that the Township’s affordable housing attorney is hereby authorized to file an action in the form of a declaratory judgment complaint and civil case information statement within 48 hours after the adoption of this resolution; and

BE IT FURTHER RESOLVED, that the Township’s affordable housing professionals shall submit the Township of Delran into the DCA affordable housing dispute program and take any other action necessary to comply with the FHA and implement its Fourth Round Affordable Housing Fair Share obligation including, but not limited to defending any challenges to the Township’s actions herein; and

BE IT FURTHER RESOLVED, the Township also authorizes its affordable housing professionals to prepare the appropriate Housing Element and Fair Share Plan as a component of the Township’s Master Plan so that is filed with DCA on or before June 30, 2025; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be submitted to the DCA and posted on the Township website upon its adoption.

Dated:

Jamey Eggers, Township Clerk

Thomas Lyon, President of Council

I, Jamey Eggers, Clerk of the Township of Delran, hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council of the Township of Delran at their meeting on _____, 2025, held at the Municipal Building, 900 Chester Avenue, Delran, New Jersey.

Jamey Eggers, Township Clerk

**TOWNSHIP OF DELRAN
RESOLUTION 2025-42**

**APPROVING RAFFLE LICENSE 659, 660, 661, 662
BINGO LICENSE 2025-01
FOR PTO HOLY CROSS PREPARATORY ACADEMY**

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 659, 660, 661, 662
Bingo License 2025-01
PTO Holy Cross Preparatory Academy

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Council President Lyon					

Dated: January 28, 2025

Witnessed by:

**Jamey Eggers, Township Clerk
Township of Delran**

**SO RESOLVED.
TOWNSHIP OF DELRAN**

Council President Thomas Lyon

Date signed: January 28, 2025

RESOLUTION 2025-43
RISK MANAGEMENT CONSULTANT
BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Governing Body of the Township of Delran is a member of the **Burlington County Municipal Joint Insurance Fund**, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the **JIF Bylaws indicate a fee Not To Exceed six percent (6%)** of the municipal assessment (as dictated by the accompanying agreement) which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of the Township of Delran does hereby appoint Hardenberg Insurance Group as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant’s Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Lyon					

Dated: January 28, 2025

Witnessed by:

SO RESOLVED.
TOWNSHIP OF DELRAN

Jamey Eggers, Township Clerk
Township of Delran

Council President Lyon

Date signed: January 28, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-44**

APPROVAL TO APPLY FOR A GRANT FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR APPROXIMATELY \$100,000.00 FOR IMPROVEMENTS TO SUMMERHILL PARK

WHEREAS, the Township of Delran desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project to improve Summerhill Park; and

WHEREAS, this improvement project will consist of installing new pickleball courts and other associated work; and

BE IT THEREFORE RESOLVED, that the Township of Delran:

1. Does hereby authorize the application for such a grant; and
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement and also upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between The Township of Delran and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

(signature)

Joseph B. Bellina

Administrator

(signature)

Barnes Hutchins

Mayor

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Council President Lyon					

Dated: January 28, 2025

SO RESOLVED.

Witnessed by:

TOWNSHIP OF DELRAN

**Jamey Eggers, Township Clerk
Township of Delran**

Council President Lyon

Date signed: January 28, 2025

CERTIFICATION:

I, Jamey L. Eggers, Municipal Clerk of the Township of Delran, do hereby certify that at a meeting of the Township Council held on January 28, 2025, the above Resolution was duly adopted.

**AFFIX GOV'T
CORPORATE OR
NOTARY SEAL**

Township Clerk

**TOWNSHIP OF DELRAN
RESOLUTION 2025-45**

APPROVING 2025 CWA FLOATING HOLIDAY SCHEDULE

BE IT RESOLVED, by that the Township Council of the Township of Delran that the following CWA Floating Holidays for 2025 are hereby approved:

Monday, July 7, 2025

Friday, December 26, 2025

BE IT FURTHER RESOLVED, that a copy of the Resolution be forwarded to the CWA Shop Stewards for distribution.

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Council President Lyon					

Dated: January 28, 2025

Witnessed by:

**Jamey Eggers, Township Clerk
Township of Delran**

**SO RESOLVED.
TOWNSHIP OF DELRAN**

Council President Thomas Lyon

Date signed: January 28, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-46**

**AUTHORIZING CHANGE ORDER NO. 1
FOR THE 2024 ROAD PROGRAM**

WHEREAS, in a change order has been submitted for the 2024 Road Program; and

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

WHEREAS, approval has been received by the Township Engineer in a letter dated January 22, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Delran that Change Order No. 1 is hereby authorized and approval is hereby granted to revise the contract amount from \$782,085.30 to \$712,853.99 (Decrease of \$69,231.31).

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Council President Lyon					

Dated: January 28, 2025

Witnessed by:

**SO RESOLVED.
TOWNSHIP OF DELRAN**

**Jamey Eggers, Township Clerk
Township of Delran**

Council President Lyon

Date signed: January 28, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-47**

EXTENDING 2025 BUDGET DEADLINES

WHEREAS, the Local Finance Board has authorized revisions to the statutory budget deadlines as per Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, the revised dates allow municipalities to extend the statutory budget introduction date from February 10 to March 31, and the budget adoption date from March 20 to April 30, in calendar year 2025; and

WHEREAS, to avail itself of these revised dates, the governing body must adopt a resolution by no later than March 31, 2025;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Delran, County of Burlington, that the Township of Delran hereby avails itself of the revised budget introduction and adoption dates for the calendar year 2025 budget as follows:

Budget Introduction Date: Extended to March 31, 2025
Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Financial Officer is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

Council Member	Yes	No	Abstain	Recuse	Absent
Morrow					
Apeadu					
Smith					
Jeney					
Council President Lyon					

Dated: January 28, 2025

Witnessed by:

**SO RESOLVED.
TOWNSHIP OF DELRAN**

**Jamey Eggers, Township Clerk
Township of Delran**

Council President Lyon

Date signed: January 28, 2025