

**WORK SESSION
MUNICIPAL BUILDING**

**February 25, 2025
DELRAN, NJ**

CALL TO ORDER

SALUTE TO THE FLAG

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.

ROLL CALL: Mr. Morrow, Mrs. Apeadu, Mr. Smith, Mr. Jeney, and Mr. Lyon were present.

ALSO PRESENT: Mr. Hutchins, Mayor, Mr. Marmero, Solicitor, Mr. Rohmeyer, Engineer, Mr. Bellina, Administrator, and Ms. Eggers, Township Clerk

OATH OF OFFICE

Mr. Hutchins administered the oath of office to Patrolman Charles Ehrgood
Mr. Catrambone administered the oath of office to Patrolman Jeffrey Parente

PROCLAMATION

County Commissioner, Tyler Burrell thanked Chief Mitchell for his many years of service to the township. He also presented a proclamation on behalf of the Burlington County Board of Commissioners. Chief Mitchell thanked all the people who helped him throughout his career.

WORK SESSION

Green Team Presentation – Delran Trees of Honor

Mr. Jeney read the names of the most recent people recognized by the Green Team's Tree of Honor program.

Green Team Presentation – Forestry Program

Robbie Wachter explained that to maintain Delran's accreditation through the NJ Urban and Community Forest Program, the Delran Green Team submitted its 2024 Annual Accomplishment Report. Mr. Wachter stated that 43 trees were planted in 2024, and an additional 32 trees will be planted in 2025. This qualifies the Township to maintain its Tree City USA status for the year. Mr. Wachter invited everyone to attend the Green Team's Arbor Day celebration on Saturday, April 26th at 10:00 AM at Conrow Park. The celebration will include tree plantings and free seedlings.

PSE&G SWITCHING STATION WRAP-UP

Warren Reichle, PSE&G project manager gave a status update for the Rancocas Station project which will be finished this year. He reported that the roadway by the Rancocas Bridge will be completely refurbished by the end of June. Three remaining circuits need to be finished but it will all be overhead, intermittent work and will be coordinated with the township between April and November. While the substation is complete, new landscaping will be installed this spring with curbing and driveways being completed by February 2026. Mr. Reichle stated that he has never encountered a township that has been as supportive of a project of this nature. He thanked everyone and noted that it was very appreciated. Mr. Lyon remarked that complaints and concerns were always addressed, and the township appreciated the responsiveness of PSE&G.

COMMUNICATIONS PROPOSAL

Colin Rafferty gave a presentation addressing the communication needs of the township. Mr. Rafferty formerly served on the Township's communications committee in 2021. He helped to develop plans for both crisis management as well as general communication on a website or social media level. Mr. Rafferty now owns a marketing firm and has created a proposal to address the needs of Delran Township. Mr. Lyon outlined that the service would have an initial cost for set-up and then a maintenance fee which would include disseminating information as it occurs. Mr. Hutchins explained that Delran is looking to create transparency with a communications platform that touches every part of Delran. Mr. Rafferty explained that the plan is tailored specifically to Delran Township. It ensures that residents have easy access when using a phone, tablet or computer and offers a host of other features that will make the website simple to navigate.

DISCUSSION ON IMPROVING CROSSING GUARD LOCATIONS/PEDESTRIAN CROSSWALKS

Mr. Morrow researched a state grant that would cover some improved safety measures at crosswalks in the township. He asked for approval for the township engineer to investigate specific areas of Delran that would benefit from this. Mr. Lyon suggested including the police department in these efforts and agrees that this is an idea that should be pursued.

ORDINANCE(S) ON FIRST READING

Ordinance 2025-03 Bond Ordinance Authorizing the Completion of Various Sewer Utility System Improvements in and for the Township of Delran; Appropriating the Sum of \$4,200,000 Therefor; Authorizing the Issuance of General Obligation Bonds or Bond Anticipation Notes of the Township of Delran, County of Burlington, New Jersey, in the Aggregate Principal Amount Not to Exceed \$4,200,000; Making Certain Determinations and Covenants; and Authorizing Certain Related Actions in Connection with the Foregoing

Mr. Morrow made a motion, seconded by Mr. Jeney.

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

Ayes: 5

Nays: None

Motion Approved

Ordinance 2025-04 Bond Ordinance Authorizing the Completion of Various Capital Improvements in and for the Township of Delran; Appropriating the Sum of \$1,304,640 Therefor; Authorizing the Issuance of General Obligation Bonds or Bond Anticipation Notes of the Township of Delran, County of Burlington, New Jersey, in the Aggregate Principal Amount Not to Exceed \$950,000; Making Certain Determinations and Covenants; and Authorizing Certain Related Actions in Connection with the Foregoing

Mrs. Apeadu made a motion, seconded by Mr. Jeney.

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

Ayes: 5

Nays: None

Motion Approved

Ordinance 2025-05 An Ordinance of the Township of Delran, County of Burlington, New Jersey, Appropriating \$250,000 from Capital Surplus Funds for the Completion of a Soil Erosion Study with the U.S. Army Corps of Engineers in and for the Township

Mr. Smith made a motion, seconded by Mr. Jeney

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

Ayes: 5

Nays: None

Motion Approved

ORDINANCE(S) ON SECOND READING

**TOWNSHIP OF DELRAN
ORDINANCE 2025-01**

**CALENDAR YEAR 2025
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Council of the Township of Delran, in the County of Burlington finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Council hereby determines that a 3.5 % increase in the budget for said year, amounting to \$533,125.74 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Council of the Township of Delran, in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Township of Delran shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$533,125.74, and that the CY 2025 municipal budget for the Township of Delran be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mr. Morrow made a motion to open the meeting to the public, seconded by Mrs. Apeadu. All were in favor, motion approved.

Pat Pomeranz, 21 Alden Avenue – Ms. Pomeranz asked how much the municipal budget could potentially be exceeded by. Mr. Lyon explained that it has never happened but is put in place as a safeguard. Ms. Pomeranz responded that it has been exceeded once before. Mr. Bellina explained that it is an opportunity to cover anything that may arise to protect the health, safety, and welfare of citizens.

Mr. Morrow made a motion to close the public portion, seconded by Mr. Smith. All were in favor, motion approved.

Mr. Jeney made a motion, seconded by Mrs. Apeadu to adopt Ordinance 2025-01 on second reading.

There being no questions, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

**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.

Mr. Morrow made a motion to open the meeting to the public, seconded by Mrs. Apeadu. All were in favor, motion approved.

Chris Adryan, Summerhill – Ms. Adryan asked for clarification on many aspects of affordable housing in Delran Township. Mr. Marmero proceeded to give a brief

explanation regarding how the process works. Mr. Morrow advised Ms. Adryan to attend planning board meetings where the fair share housing plan is approved. Chris Dochney, CME Associates Planner, also offered a more in-depth explanation of the process.

Mr. Jeney made a motion to close the public portion, seconded by Mr. Smith. All were in favor, motion approved.

Mr. Jeney made a motion, seconded by Mrs. Apeadu to adopt Ordinance 2025-02 on second reading.

There being no questions, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

CONSENT AGENDA

- a. **Resolution 2025-49** Authorizing the Mayor to Execute the 2025 Authorization for Aerial Mosquito Control
- b. **Resolution 2025-50** Resolution of the Township of Delran Authorizing the Appointment of a Municipal Housing Liaison
- c. **Resolution 2025-51** Resolution of the Township of Delran Accepting a Certified List from Township of Delran Participating Volunteer Emergency Squads for Eligibility in Length of Service Awards Program (LOSAP) for the Year 2024
- d. **Resolution 2025-52** Authorizing CME Associates to Perform Services for **Affordable Housing Consulting – Fourth Round**
- e. **Resolution 2025-53** Resolution of Support from the Township of Delran Authorizing the Sustainable Jersey Grant Application
- f. **Resolution 2025-54** Authorizing Close Out for Community Park Phase 6 – Parking Lot and Drainage Improvements
- g. **Resolution 2025-55** Authorizing 2024 Budget Transfers
- h. **Resolution 2025-56** Resolution of the Township of Delran Approving the First Amendment to the Agreement with the County of Burlington for the Extension of Sewer Service to Rainbow Meadow Park

- i. **Resolution 2025-57** Approving Raffle License 663 & 664 and Bingo License 2025-02 for the Delran Fire Company #2
- j. **Resolution 2025-58** Authorizing Change Order No. 1 for the Leon Avenue Outfall Project
- k. **Resolution 2025-59** Authorizing Issuance of a New ABC Club License for Dredge Harbor Boat Center Club, LLC
- l. **Resolution 2025-60** Emergency Temporary Appropriations N.J.S.A. 40A:4-20 Extending the Temporary Budget Period through May 13, 2025
- m. **Resolution 2025-61** Resolution Consenting to the Appointment of Matthew Gasper as Acting Chief of Police for the Township of Delran
- n. Authorizing the payment of bills including all purchases made under the cooperative purchasing agreement
- o. Accepting the report of the CFO including the January 2025 YTD Revenue Report, YTD Budget Report and January Check Register.
- p. Accepting the report of the Tax Collector and Township Clerk
- q. Approval of the following mercantile licenses:
 - TMX Finance, LLC, 150-B Carriage Lane
 - Malves Flooring Sales & Services, LLC, 9008 Route 130
 - Chipotle Mexican Grill #4223, 7023 Route 130

Mr. Jeney made a motion, seconded by Mr. Smith to adopt the above Consent Agenda.

There being no questions, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

MINUTES FOR APPROVAL

Approval of the minutes for the following meeting:

- Public Meeting - December 10, 2025

Mr. Smith made a motion, seconded by Mr. Jeney to approve the minutes listed above.

There being no questions, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

Approval of the minutes for the following meeting:

- Reorganization Meeting - January 2, 2025

Mrs. Apeadu made a motion, seconded by Mr. Jeney to approve the minutes listed above.

There being no questions, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

PUBLIC PORTION

Mr. Jeney made a motion, seconded by Mr. Smith to open the meeting to the public. All were in favor; the motion was approved.

Dave Sutter, 206 Leon Avenue – Mr. Sutter expressed concern over the recent sewer collapse on Leon Avenue in terms of its effect on Swedes Lake. He stated that he spoke with Joe Rusell, the superintendent of the sewer department who stated that a favorable report was received regarding that potential issue. Mr. Sutter asked if he could see the report and asked if the lake could be tested more regularly. Mr. Sutter asked for a timeline for the sewer replacement. Mr. Bellina explained that sewer bids are expected to be received in a few weeks and is hopeful the project will move forward quickly. Doug Rohmeyer with CME Associates explained that following the sewer break on Leon, water samples were collected, the results were good, and he is happy to share them with Mr. Sutter. The DEP was also notified of the incident.

Gerry Savidge, 304 Leon Avenue – Mr. Savidge stated that he wants to stress the importance of keeping pollutants out of the lake. He would like future plans to incorporate Mr. Sutter's suggestions from previous meetings. Mr. Lyon complimented the suggestions given by Mr. Sutter.

Patricia Griffith, 518 Brown Street – Ms. Griffith asked how many bonds are outstanding in the township. Mr. Bellina responded that he would get her that number. Mr. Bellina explained that the number is based on various years. She asked if the township CFO could attend meetings. Ms. Griffith was informed that the CFO can always be reached during business hours.

Pat Pomeranz, 21 Alden Avenue – Ms. Pomeranz asked if the request for a communications proposal has gone out to the public. Mr. Lyon stated that it has already been advertised. She asked for clarification of Ordinance 2025-03. Mr. Bellina responded that the bulk of the four million dollars is for phase 2 of the Route 130 project with a smaller portion going towards the sewer repairs on Stewart Avenue. Ms. Pomeranz questioned why the public comment section of council meetings was moved to earlier in the meeting. Mr. Lyon explained that the change was made so that public comments could be responded to during the reports section without taking away the five minutes allotted for people to speak. Ms. Pomeranz disagrees with this change explaining that by structuring the meeting in this way, the public is not able to respond to any comments made during the reports portion of the meeting. She also questioned why the 2024 minutes were not able to be viewed on the website. Ms. Eggers explained that no one was aware that they did not transfer over during the recent website upgrade. She assured Ms. Pomeranz that they would be available as soon as possible.

Ms. Pomeranz asked why the proposed pickleball court couldn't be built at Delran Community Park. Mr. Lyon reported that a suggestion was made for Conrow Park where parking would not be an issue. That possibility will be investigated.

Ms. Pomeranz addressed Mrs. Apeadu stating that she researched the various times that flood issues were reported to Council in the past 23 years. She gave a copy of that research to Mrs. Apeadu for reference.

Teresa Rogan, 204 Leon Avenue – Ms. Rogan stated that she is a retired civil engineer and would like to request access to any plans for the Leon Avenue area.

Gary Catrambone, 261 Burning Tree Road – Mr. Catrambone congratulated Chief Mitchell on his retirement and Acting Chief Matt Gasper on his appointment. He thanked Administrator Joe Bellina for his hard work over recent years. Mr. Catrambone explained that Mr. Bellina helped to successfully navigate through the budget process after the former administrator retired, making the transition much easier.

Mr. Jeney made a motion, seconded by Mr. Smith to close the meeting to the public. All were in favor; the motion was approved.

REPORTS

Emergency Services – No report

Boards/Committees – Deb Hammond announced that the Green Team will be conducting a community clean-up on March 22nd from 10:00 AM – 12:00 PM. The event will be held at Lake Lonnie, Swedes Lake and the wildflower micro forest. The activity will be in conjunction with green teams in six other towns.

Mr. Bellina – Mr. Bellina thanked everyone for inviting him to Delran Township, stating that it was a tremendous opportunity. Mr. Bellina announced that the staff at the township is fantabulous.

Ms. Eggers – No report

Mr. Hutchins – Mr. Hutchins welcomed the new police officers and congratulated Chief Mitchell on his retirement. He also thanked Mr. Bellina for everything that he has done for the township and for taking him under his wing for the last couple of months.

Mr. Marmero – No report

Mr. Morrow – Mr. Morrow would like to add another work session each month so Council can respond to residents' concerns faster and move more quickly when conducting township business. He also suggested having various department heads in attendance to answer any questions that residents may have. Mr. Lyon stated that he is not opposed to adding an additional work session each month. Mr. Jeney also agreed with this idea, explaining that if there was a week that did not require the additional meeting, it could be cancelled.

Mr. Morrow would like to sit down with the police department to see what needs to be done in the township. He also plans to reach out to a few local universities to see if students can look at the harbor district and offer suggestions for refurbishment. He would like to research grants that might assist with this plan as well as helping the historical society with their projects. He thanked Mr. Bellina and wished him the best moving forward.

Mrs. Apeadu – Mrs. Apeadu thanked Mr. Bellina for his guidance and wished him well in retirement. Mrs. Apeadu is planning to host a few virtual town halls that will deliver helpful information to residents. She would also like to start a group that would teach residents how to stay safe while online. Mrs. Apeadu stated that there will be another senior expo in September.

Mr. Smith – Mr. Smith expressed happiness over the Eagles winning the Super Bowl. He congratulated the two new police officers who were sworn in at the meeting. Mr. Smith acknowledged that it is a sacrifice and their dedication is appreciated. He thanked the Green Team for their hard work and cannot wait to see the new Trees of Honor after they are planted. Mr. Smith explained that Mr. Bellina has been a tremendous help to him and wished him a happy retirement.

He wished Chief Mitchell the same.

Mr. Jeney – Mr. Jeney welcomed the new officers to Delran Township and congratulated Acting Chief, Matt Gasper. He outlined various things that Chief Mitchell has done for the community including an annual food drive and programs that help people with mental health and drug issues. Mr. Jeney explained that Mr. Bellina is a man of integrity and character. He was a part time employee that worked like he was full time. He will be very missed.

Mr. Lyon – Mr. Lyon congratulated the new officers, stating that Delran Township has a great police department. He congratulated Acting Chief Matt Gasper and reminisced about meeting Chief Mitchell many years ago. Mr. Lyon stated that Mr. Bellina was the right man at the right time and did a great job for Delran Township.

Mr. Jeney made a motion to adjourn the meeting, seconded by Mr. Smith. All were in favor; the meeting was adjourned.

Submitted,

Jamey Eggers
Municipal Clerk