



**TOWNSHIP OF DELRAN
PUBLIC MEETING
March 11, 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 2025-06** An Ordinance Establishing Salaries for Various Employees of the Township of Delran, County of Burlington, State of New Jersey and Regulating the Manner of Payment of Same

Moved By_____ Seconded By_____

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

Ayes:

Nays:

Approved:

- b. Ordinance 2025-07** An Ordinance of the Township of Delran, County of Burlington, State of New Jersey, Amending Chapter 257 Entitled Property Maintenance

Moved By_____ Seconded By_____

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

Ayes:

Nays:

Approved:

- c. Ordinance 2025-08** An Ordinance Amending Section 20-45(B) of the Code of the Township of Delran to Authorize the Recreation Advisory Committee to Solicit Funds and Donations

Moved By_____ Seconded By_____

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

Ayes:

Nays:

Approved:

VI. Consent Agenda

- a. Resolution 2025-62** Appointment of Jamey L. Eggers as Interim Business Administrator
- b. Resolution 2025-63** A Resolution of the Township of Delran, Burlington County, New Jersey Appointing a Qualified Purchasing Agent (QPA) and Increasing the Bid and Quote Thresholds Accordingly
- c. Resolution 2025-64** Establishing the 2025 Quarterly Sewer Billing Block 9 Lot 33 Berk & Berk @ Hunters Glen, LLC
- d.** Authorizing the payment of bills including all purchases made under the cooperative purchasing agreement
- e.** Accepting the report of the CFO including the February 2025 YTD Revenue Report, YTD Budget Report and December Check Register.
- f.** Accepting the report of the Tax Collector and Township Clerk

Moved By_____ Seconded By_____

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

Ayes:

Nays:

Approved:

VII. Public Comment

VIII. Reports

- a.** Emergency Services
- b.** Boards/Committees
- c.** Township Clerk/Interim Administrator
- d.** Mayor – Barnes Hutchins
- e.** Solicitor – Al Marmero, Esq.
- f.** Council Members

IX. Adjournment

**TOWNSHIP OF DELRAN
ORDINANCE 2025-06**

AN ORDINANCE ESTABLISHING SALARIES FOR VARIOUS EMPLOYEES OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON, STATE OF NEW JERSEY AND REGULATING THE MANNER OF PAYMENT OF SAME

BE IT ORDAINED by the Township Council of the Township of Delran in the County of Burlington and State of New Jersey that the Township does hereby establish the following salaries for the employees serving in the following position:

POSITION	2025 SALARY	PAY PERIOD
Interim Business Administrator	\$6,000 (Monthly) Effective 3/4/2025	Bi-weekly
Qualified Purchasing Agent	\$10,000-\$20,000 (Annually) Effective 3/1/2025	Monthly

Section II Repeal – All Ordinances or part of Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of their inconsistency.

Section III Adoption – This Ordinance shall take effect immediately upon its final adoption and publication according to law.

Vote taken on First Reading and Introduction:

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

Vote take on Second Reading, Public Hearing and Adoption:

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

Introduced:

Adopted:

Published:

SO ORDAINED.

TOWNSHIP OF DELRAN

Witnessed and attested by:

Jamey Eggers, Township Clerk

Mayor Barnes Hutchins

Date Signed: _____, 2025

TOWNSHIP OF DELRAN

ORDINANCE 2025-07

**AN ORDINANCE OF THE TOWNSHIP OF DELRAN, COUNTY OF BURLINGTON,
STATE OF NEW JERSEY, AMENDING CHAPTER 257 ENTITLED PROPERTY
MAINTENANCE**

BE IT ORDAINED, by the Township Council of the Township of Delran, County of Burlington, State of New Jersey as follows, Chapter 257, Article I (Property Maintenance Code of the Township) of the Code of the Township of Delran is hereby amended to add a new section entitled “Single-Family Residential Buildings and Structures.”

SECTION 1.

§ 257-3 Definitions is hereby amended to add:

SINGLE-FAMILY HOUSE. Includes all dwellings constructed for the single-family use and embraces all structures within such use, as well as a two-family detached dwelling (a duplex). “Single-family house” shall include a dwelling, whether a rowhouse, single-family detached, single-family semidetached and townhouse (where held under independent ownership).

[New Section] § 257-12(M) Single-Family Residential Buildings and Structures, Inspections Required.

(1). It shall be the obligation of the personnel of the Department of Inspections to maintain ongoing and continuing inspections with respect to single-family residential properties within the Township of Delran for certain violations of the Property Maintenance Code. Upon such inspection of such properties, without entering same, said personnel shall cite, where appropriate, such lands and premises for violations of said Code. Such violations shall be recorded on a standardized inspection sheet prepared by the Department of Inspections.

(2). Inspections; Fees.

- a) It is hereby determined that a housing code inspection of the interior and exterior of a property shall be required prior to the sale and/or resale of one- and/or two-family dwellings within the boundaries of the Township of Delran. These inspections shall be to determine if work requiring a permit has been completed without prior approvals, an illegal change from a single-family to a two-family dwelling has taken place, unsafe plumbing and/or electrical systems exist, unsafe means of egress exist, or other visible unsafe conditions are present on the property. Further, any repairs and/or permits deemed necessary by an officer of the Department of Inspections shall be completed within thirty (30) days unless prior approvals from an officer have been given.
- b) A fee of \$200.00 shall be paid to the Department of Inspections upon receipt of a request for a housing code inspection. Such fees shall be paid to the Department of Inspections for

the initial and one reinspection. Any additional inspection or reinspection request for seven (7) days or less from the date of settlement shall follow the fee schedule as listed below:

Seven (7) days or less prior to settlement, the fee shall be \$100.00.

- c) If any violations are detected, as provided for in Subsection B above, then the Department of Inspections shall notify the property owner of such violations. Such notice shall be in writing and specify the violations detected and recorded. The owner or occupant shall be provided with a period of time from the date of the notice to correct the deficiencies, with said corrections to be in compliance with the standards of the Property Maintenance Code as adopted by ordinance of the Township of Delran.
- d) Any owner or occupant of property who violates this Section shall be subject to a fine of not more than \$1,250.00 or 45 days incarceration, or both.

SECTION 2. If any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

SECTION 3. If any ordinances or parts thereof are in conflict with the provisions of this Ordinance those provisions shall be repealed to the extent of such conflict.

SECTION 4. This Ordinance shall take effect upon passage and publication in accordance with applicable law.

Vote taken on First Reading and Introduction:

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

Vote taken on Second Reading, Public Hearing and Adoption:

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

Introduced _____, 2025
Adopted _____, 2025
Published _____, 2025

SO ORDAINED.

Witnessed and attested by:

TOWNSHIP OF DELRAN

Jamey Eggers, Township Clerk

Mayor Barnes Hutchins

Date Signed _____, 2025

TOWNSHIP OF DELRAN

ORDINANCE 2025-08

AN ORDINANCE AMENDING SECTION 20-45(B) OF THE CODE OF THE TOWNSHIP OF DELRAN TO AUTHORIZE THE RECREATION ADVISORY COMMITTEE TO SOLICIT FUNDS AND DONATIONS

WHEREAS, the Township of Delran has established a Recreation Advisory Committee (RAC) to provide guidance and oversight regarding civic and recreational events within the Township; and

WHEREAS, the RAC is currently authorized to approve and authorize Township-sponsored events and approve the expenditure of Township funds for such events; and

WHEREAS, the RAC has expressed a desire to solicit funds and donations from businesses and the public in order to supplement Township funds allocated for recreational events and activities, with the ultimate goal of reducing or eliminating the Township's financial contribution; and

WHEREAS, the Township Council finds that authorizing the RAC to engage in fundraising activities will enhance the Township's recreational offerings while reducing reliance on municipal budget allocations;

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Delran, County of Burlington, and State of New Jersey, that Section 20-45(B) of the Code of the Township of Delran is hereby amended as follows:

Section 1. Amendment to Section 20-45(B)

A new subsection (6) shall be added to Section 20-45(B) as follows:

"(6) Solicit and accept funds, sponsorships, and donations from businesses, residents, and other entities for the purpose of funding Township civic and recreational events. Any funds raised by the Recreation Advisory Committee shall be by check only and deposited into a dedicated trust account established by the Township for this purpose and shall be utilized for recreational programming, events, and related expenditures. The Recreation Advisory Committee and CFO shall maintain accurate records of all funds raised and expended and shall provide monthly reports to the Business Administrator and Township Council regarding fundraising activities and the allocation of funds."

Section 2. Repealer.

Any and all other Ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

Section 3. Severability.

If any section, paragraph, subdivision, clause, or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to that section, paragraph, subdivision, clause, or provision and the remainder of this Ordinance shall remain in full force and effect.

Section 4. Effective Date.

This Ordinance shall take effect upon final passage and publication as provided by law.

Vote taken on First Reading and Introduction:

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

Vote taken on Second Reading, Public Hearing and Adoption:

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

Introduced _____, 2025
 Adopted _____, 2025
 Published _____, 2025

SO ORDAINED.

Witnessed and attested by:

TOWNSHIP OF DELRAN

Jamey Eggers, Township Clerk

Mayor Barnes Hutchins

Date Signed _____, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-62**

**APPOINTMENT OF JAMEY L. EGGERS
AS INTERIM BUSINESS ADMINISTRATOR**

WHEREAS, there is a need to appoint an Interim Business Administrator; and

WHEREAS, the Mayor has recommended the appointment of Jamey L. Eggers as Business Administrator for a period of thirty days.; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Delran does hereby confirm the appointment of Jamey L. Eggers as Interim Township Administrator for a period of thirty days effective March 3, 2025 or until a permanent Business Administrator is hired.

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

Dated: March 11, 2025

Witnessed by:

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

**SO RESOLVED.
TOWNSHIP OF DELRAN**

Council President Thomas Lyon

Date signed: March 11, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-63**

**A RESOLUTION OF THE TOWNSHIP OF DELRAN, BURLINGTON
COUNTY, NEW JERSEY APPOINTING A QUALIFIED PURCHASING
AGENT (QPA) AND INCREASING THE BID AND QUOTE THRESHOLDS
ACCORDINGLY**

WHEREAS, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold up to \$44,000.00; and

WHEREAS, N.J.S.A. 40A:11-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Julia Edmondson possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, Delran Township desires to take advantage of the increased bid threshold;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Delran in the County of Burlington in the State of New Jersey hereby increases its bid threshold to \$44,000.00 and that the quote threshold will be 15% of the higher bid threshold; and

BE IT FURTHER RESOLVED, that the governing body hereby appoints Julia Edmondson as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with the specific relevance to the authority, responsibility, and accountability of the of the purchasing activity of the contracting unit effective March 1, 2025; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of Julia Edmondson’s certification to the Director of the Division of Local Government Services.

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

Dated: March 11, 2025

SO RESOLVED.

Witnessed by:

TOWNSHIP OF DELRAN

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

Council President Thomas Lyon

Date signed: March 11, 2025

**TOWNSHIP OF DELRAN
RESOLUTION 2025-64**

**ESTABLISHING THE 2024 QUARTERLY SEWER BILLING
BLOCK 9 LOT 33 BERK & BERK @ HUNTERS GLEN, LLC**

WHEREAS, after reviewing the usage and supporting documentations provided the 2025 quarterly billing for sewer on the following accounts for Block 9 lot 33 need to be adjusted as follows:

- Sewer account 10940085-0 (Residential) \$62,067.38 Quarterly
- Sewer account 10940085-1 (Commercial) \$1978.40 Quarterly
- Sewer account 10940085-2 (Residential) \$62,067.38 Quarterly; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Delran, the Tax Collector is hereby authorized to make the above adjustments.

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

Dated: March 11, 2025

Witnessed by:

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

**SO RESOLVED.
TOWNSHIP OF DELRAN**

Council President Thomas Lyon

Date signed: March 11, 2025