

**WORK SESSION
MUNICIPAL BUILDING**

**January 9, 2018
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 December 22, 2017 and posted on the bulletin board on the same date.

ROLL CALL: Mr. Burrell, Mr. O'Connell and Mr. Catrambone were present. Mr. Schwartz arrived late. Mrs. Kolodi was absent.

ALSO PRESENT: Mr. Shotts, Solicitor, Mr. DeSanto, Public Works Superintendent, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

2018 ROAD PROGRAM/DEBT SERVICE

Mr. Hatcher stated that he supplied Council with a sheet from the 2016 that shows the payoff of General Obligations Bonds, specifically the General Obligation bond that was issued on August 15, 2009. The 2018 payment for that bond is \$996,000, which is the last payment. Additionally, there is a Refunding Bond with a payment that has a payment of \$320,000 in 2019, which is the last payment for that bond. At the same time, there is approximately \$10,000,000 in bond anticipation notes. There is either have to be a plan to pay off those notes, or we will have to finance them through a general obligation bond. If we were to take those notes to permanent financing this year, the first payment would not be due until next year, which works with the amount of debt that will come off the books at the end of the year. In the next couple months, we will be putting forth a few options for that debt service. Mr. Hatcher stated that we would be good for the next five to six years if we keep the total capital budget under \$1,000,000. After that we would have to address that financing with a plan to pay down the notes or another general obligation bond.

Mr. Schwartz asked if this year's capital budget would be included in the \$10,000,000 in permanent financing.

Mr. Hatcher stated that it would not. Those would be temporarily financed for five to six years.

Mr. Schwartz stated that with the road estimates, prices seem to be down and you want to buy when prices are down.

Mr. Winckowksi stated it is not necessarily a function of prices being down in terms of materials and installation. Most of what we have done over the last few years has been full reconstructions. After getting the core samples for the 2018 road program, most roads will only need mill and overlays, which is the reason for the lower cost. Mr. Winckowksi stated that oil prices have been down but are increasing and we have seen lower asphalt pricing but it is mostly due to the fact that the roads do not need reconstruction.

Mr. Catrambone stated that we are going to wait to get more information from Mr. Hatcher regarding the debt service and permanent financing. He asked Mr. Hatcher if we should keep

the road program around \$800,000 to keep in line with the recommendation of \$1,000,000 for the total capital budget.

Mr. Hatcher stated that he is not saying they can't spend more on the roads but at \$1,000,000 for total capital, it will not have an impact on taxes at least for the next four to five years. After that it could have an impact on taxes.

Mr. Catrambone recommended that we keep \$800,000 as a guideline. Mr. Catrambone asked Mr. Winckowski to help him understand the Hartford Road issue.

Mr. Winckowski stated that we are estimating \$600,000 to resurface Hartford Road from Bridgeboro Road to the Moorestown border. The Township currently has a grant for \$193,000 for FY 2017 Municipal Aid. We also have a pending application for FY 2018, which we anticipate receiving information on in the next few months. Assuming that the grant amount will be \$200,000, which is not a guarantee, another \$200,000 will have to be included in the 2018 capital budget.

Mr. Schwartz asked how much the total estimate was top roads including Hartford Road.

Mr. Winckowski stated the total estimate for the top ten roads, including Hartford Road, was \$2,300,000. The roads are listed in alphabetical order.

Mr. Catrambone brought up that Mrs. Kolodi mentioned that Brown Street is last road that is halfway complete.

Mr. DeSanto stated that it is not as bad as the top roads listed.

Mr. Catrambone stated that Lichtenthal Street and Litle Avenue have been on the list for a while.

Mr. Winckowski stated that estimate for Litle Avenue can be cut in half because half of the road is in Riverside.

Council continued discussing the roads for the 2018 Road Program. The roads recommended for the 2018 Road Program are Antietman Road, Diane Avenue, Front Street, Lichtenthal Street, Litle Avenue, Norman Avenue, Patricia Avenue, River Drive and Windmoor Road.

Mr. Catrambone stated that he believed we discussed holding off on River Drive because of the work being done by the County for the pedestrian trail.

Mr. Winckowski stated that Norman Avenue and River Drive are in the worst condition right at the intersection which is where the County will be doing most of the work.

Mr. Schwartz asked if the Utility Budget could possibly help pay for the road work since it is directly in front of the plant.

Mr. Hatcher stated that he would have to do more research on that issue.

Mr. Schwartz stated that it seems that everyone agrees on Hartford Road. After that he would agree to a multi-year plan as long Front Street, Norman Avenue and River Drive, or some variation of that, are at the top of the first year plan or s.

After discussion, Mr. Shotts recommended that if everyone likes the idea of maybe a three year plan we have the Engineer come back with multiple options that work into the budget. Council agreed to have the Engineer to re-cluster the roads into options to fit the approximately \$1,000,000 budget and include Harford Road in each option along with a possible deletion item. Council will discuss this again at the next work session.

JUDGE RETIREMENT

Mr. Hatcher reported that the Judge is retiring and the Mayor will be submitting a name for appointment with advice and consent of Council.

GIRL'S STATE/BOY'S STATE

Mr. Catrambone stated that this is a request to sponsor a representative for Girl's State and Boy's State. We have done this in the past.

Mr. Hatcher stated that we have not received the request for Boy's State but it will be coming. The amount for Girl's State is \$230 and will be similar for the Boy's State.

Council agreed.

CDBG ENGINEERING AUTHORIZATION

Mr. Hatcher stated that Council will need to adopt a Resolution to authorize the engineering for the CDBG project in the amount of \$12,500.

TOWNSHIP OF DELRAN RESOLUTION 2018-22A

AUTHORIZING CME ASSOCIATES TO PERFORM ENGINEERING SERVICES FOR THE PHEASANT ROAD RESURFACING (CDBG GRANT) IN AN AMOUNT NOT TO EXCEED \$12,500.00

Mr. Schwartz made a motion, seconded by Mr. O'Connell to adopt Resolution 2018-22A.

There being no questions, the roll was called.

Mr. Burrell, Mr. Schwartz, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 4

Nays: None

Motion Approved

REQUEST FOR REFUND OF PRE-PAYMENT OF 2018 TAXES FOR BLOCK 168, LOT 11

Mr. Hatcher reported that there was a big rush to pay 2018 taxes as a result in the Federal Tax Laws. This taxpayer paid \$7500 for their 2018 and is now requesting a refund. We forwarded this to the Township Attorney for their input.

Mr. Shotts stated that he took a look at this issue today. The IRS guidance is that any pre-payment of 2018 property taxes made in 2017 on an assessment from 2017 may be eligible to maintain the 2017 deduction. All assessments by law are done by October 1st. All questions should be referred to the tax professional. He would recommend against a refund as it sets a bad precedence for future requests.

Mr. Schwartz stated that in the past we have refund overpayments.

Mr. Shotts stated that this situation is different since it is a pre-payment. The taxpayers made the payment specifically for their 2018 taxes.

Mr. Schwartz stated questioned it would make sense to refund everything but the payment for 1^s Quarter.

Mr. Hatcher stated that from everything he has read, it appears that since there is a tax bill for the 1st and 2nd quarters of 2018, any prepayment for those amounts will be tax deductible. Some residents have made prepayments for what they estimate the bill will be for the entire year. He does not understand why this resident is asking for a full refund of their payment.

After discussion, based on recommendation from the Township Attorney, Council denied the request for the refund.

FOLLOW UP ON REQUEST TO WAIVE INTEREST FOR BLOCK 118.20, LOT 76

Mr. Catrambone stated that this is a follow up discussion on the request to waive interest. In this instance the resident authorized payment through her Credit Union and it was not received by the Township.

After discussion, Council agreed to deny this request.

DRAINAGE ISSUE PATRICIA AVENUE

Mr. Winckowski stated that this issue concerns an existing storm sewer pipe on a property that this appears to be causing a sink hole at 202 Patricia Avenue. The pipe runs from an inlet on Patricia Avenue through several properties with another inlet behind 140 Swedes Run Drive. The property survey and the tax map do not show this as public easement on any of the surrounding properties. After inspection, Mr. Winckowski stated that it looks like this may have been installed after the home was built to address flooding concerns. It is a little alarming that it runs to an inlet in the backyard of the property at the corner of Swedes Run Drive and Patricia Avenue. There is also likely a buried manhole or junction inlet behind 142 Swedes Run Drive which turns the water towards Patricia Avenue.

Mr. Burrell asked if this infrastructure is something that would normally be turned over to the Township.

Mr. Winckowski stated that this type of infrastructure would normally be dedicated to the Township. The resident also asked if they own the pipe can they fill in the area with concrete but as per ordinance, you have to maintain current drainage patterns. Mr. Winckowski estimates the cost at \$50,000-\$75,000.

After discussion, Council agreed to table discussion until be determine whether we can locate the original subdivision plans for the development and gather additional information.

REPORTS

Mr. DeSanto – No report.

Ms. Eggers – Ms. Eggers reported that the next Blood Drive will be February 13th from 1:30-6:30 PM.

Mr. Hatcher – Mr. Hatcher reported that the State has sent out the notice extending the budget deadlines. The Budget must be submitted to Council before February 15th and the deadline for introduction and adoption has been pushed back one month.

Mr. Winckowski – Mr. Winckowski stated that he will have plans and spec ready next week for the Municipal Building Roof Replacement Project and hopefully Council can authorize the advertisement on January 23rd. We are also hoping to have the Power Conditioning RFP on for discussion and authorization to advertise as well with award of both contracts for the March public meeting.

Mr. Winckowski reported that they will be applying for permits in the next few weeks for Phase II of the Route 130 sidewalk project.

Mr. Shotts – No report.

Mr. O'Connell – Mr. O'Connell thanked the Fire Department for the invitation to their installation of officers last night. It was nice to see the support from the surrounding municipalities.

Mr. Burrell – No report

Mr. Schwartz – No report.

Mr. Catrambone – No report.

PUBLIC PORTION

Mr. Schwartz made a motion to open the meeting to the public. The motion was seconded by Mr. O'Connell. All were in favor, motion approved.

Bob Gilbert, 75 Stewart Avenue, stated that anyone who knows a veteran in the State of NJ, they are entitled to a \$3,000 tax state deduction. He has forms if needed and it must be on file with the State before you file your taxes.

Mr. Gilbert stated that there have been several water main breaks and there was nowhere for the water to go because the snow was covering the storm sewer grates. He asked if it was possible to keep them shovel off.

Mr. DeSanto stated that he has to set priorities but if they notify the Department of the issue he will have it taken care of.

Mr. Catrambone stated that this is a good opportunity to remind everyone that if they see something reported on Facebook, please have them reach out to the Township to report their concern.

Linda Gilbert, 75 Stewart Avenue, stated that she agrees. Facebook is not the place to report an issue and she reminds residents all the time to report it to the Township.

Mrs. Gilbert stated that she understands Hartford Road is in need of repair but has concerns about the potential for construction at the Stellwag property.

Mr. Catrambone stated that if any damage occurred due to the construction, they would be responsible.

Chuck Stahl, 184 Natalie Road, asked if there was any update on the town wide wifi.

Mr. Catrambone stated there is not but he will try and get an answer for the next work session.

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

Mr. Schwartz made a motion, seconded by Mr. O'Connell to enter into closed session for discussion on the following issue: Personnel Issue – Sewer Department.

Mr. Schwartz made a motion to end the closed session and reopen the meeting to the public. The motion was seconded by Mr. Burrell. All were in favor, motion approved.

Mr. Schwartz made a motion to adjourn the meeting, seconded by Mr. O'Connell. All were in favor, the meeting was adjourned.

Respectfully submitted,

Jamey Eggers, Township Clerk