

**WORK SESSION
MUNICIPAL BUILDING**

**January 4, 2012
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 23, 2011 and posted on the bulletin board on the same date.

ROLL CALL: Mrs. Kolodi, Mr. Schwartz., Ms. Pomeranz, Mr. Catrambone and Mr. Morrow were present.

ALSO, PRESENT: Mr. Hatcher, Administrator, Mr. Long, Solicitor and Ms. Eggers, Municipal Clerk

DELRAN BUSINESS ASSOCIATION

Nick Manousos, of the Delran Business Association, stated that they would like to place a Community Bulletin Board in the lobby of the municipal building for members of the business association to advertise. The middle of the board would be open for the Township to post community events. The cost would be covered by the Delran Business Association and only Delran Business Association members will be permitted to advertise on the board. They will also maintain the bulletin board. Council agreed to allow the Business Association to place the bulletin board in the lobby.

SENTINEL LINE UTILITY, LLC.

Chris Kerr, from Sentinel Line Utility, made a presentation to Council regarding providing a warranty for utility lines for homeowners. The municipality would add the cost of the warranty to the quarterly bill for those homeowners that wanted to be included in the program. This program would be tailored to meet the needs of the municipality. This program can set up several ways. We could place the services on all households with an opt out option or we could have the option where the homeowner must sign up for the program.

Mrs. Kolosi asked what the average cost would be for the program.

Mr. Kerr stated that price depends on the type of program that the municipality chooses. A program that allows a maximum repair of \$15,000 would average around \$8.00 a month. If we required participation in the program that would also keep the costs down but if we allowed residents to sign up for the program the costs may increase.

Mr. Paris asked how their rates compare to other companies that offer a similar service.

Mr. Kerr stated that they have been able to offer a lesser fee than NJ American Water Company.

Ms. Pomeranz asked if that estimate of \$8.00 a month includes gas, water and sewer lines.

Mr. Kerr stated that the price would change depending on what service the Township chooses.

Ms. Pomeranz asked if the maximum repair of \$15,000 would be per incident and if there is a deductible.

Mr. Kerr stated that it would be per incident and there is no deductible. Once the resident called them, they would verify with the provider that the leak or break is on the customer side.

Mr. Morrow asked if they subcontract their work out to local businesses.

Mr. Kerr stated that yes they would subcontract with local certified plumbers in the area.

Mr. Hatcher asked what is the financial benefit that is provided to the Township.

Mr. Kerr stated that that depends on what the Township wants to do as far as holding the costs down. There would be an administrative fee provided during negotiations.

Mr. Hatcher asked what happens when the resident does not pay their sewer bill.

Mr. Kerr stated that all the money collected is first applied to the service provided by the Township. They would not be paid until the bill was paid in full. The service would be cancelled if they were not paid in a certain amount of time.

Mr. Catrambone stated that Council will continue to discuss this and if they have any more questions they will reach out to them.

Mr. Paris stated that he has some concerns because they are new to the area and also about the impact of the administrative costs.

Ms. Pomeranz stated that there will also be additional work for the employees that will be providing for the billing.

Mr. Morrow stated that they will also burden the Township with complaints because we are providing the billing.

Council agreed to take no action at this time.

PETSMART GRANT

Mr. Hatcher stated that we received a grant in the amount of \$19,770 to provide for the feral program. Mr. Hatcher stated that he sent the agreement to Mr. Long's office for review. We will also need Mr. Long to prepare an agreement with BCCI to administer the feral cat program. It sounds like PetSmart will continue with the grant but the current grant is for a one year period.

Mr. Morrow stated that he would like to thank Gina Reed for her hard work on receiving this grant.

Mr. Long stated that he will have two resolutions prepared for the next meeting.

RMC WAIVER

Mr. Hatcher stated that the municipalities that are in the Joint Insurance Fund normally have a Risk Management Consultant that receives 6% of the fees. Mr. Hatcher stated that he performs the duties that would be performed by the Risk Management Consultant; therefore saving the Township approximately \$33,000. In order to have him perform the duties of the Risk Management Consultant, we need to adopt a resolution waiving the appointment of the Risk Management Consultant and holding the BCJIF harmless. Council agreed to waive the appointment of a Risk Management Consultant and a resolution will be prepared for the next meeting.

TEMPORARY BUDGET

Mr. Hatcher stated that he supplied the Temporary Budget for Council to review. We would like to place the Resolution on the public meeting agenda for adoption. We are required to adopt the Temporary Budget in place prior to the adoption of the 2012 Municipal Budget. Basically, the Temporary Budget is 26.25 % of the prior year's budget. Council had no questions and agreed to move forward.

BOYS STATE/GIRLS STATE

Mr. Hatcher stated that we need to commit to the request prior to the adoption of the budget. Council agreed to provide for \$210 for Boys State and \$215 for Girls State.

PROPERTY TAX CARD PROGRAM

Mr. Catrambone stated that in order for this program to be successful we would need to have the Delran Business Association on board with the project.

Mr. Hatcher stated that the program is not up and running in any other municipalities so he does not have much to report. They did let him know that the Delran Business Association needs to support the program because there are some costs they would need to take on. They would also need to advertise and promote the program. Mr. Hatcher stated that next step would be to have the organization make their presentation to both the Township and the Delran Business Association. Mr. Hatcher stated that he has some concerns with the mix of businesses we have in town embracing the program.

Ms. Pomeranz stated that she sat in on the Moorestown meeting and they were talking about participating with Mt. Laurel in the program so that may be an option.

Mr. Catrambone stated that he has some concerns about the financial stability of the company running the program.

Mr. Hatcher stated that we would have to insure that the Township is protected. Mr. Hatcher stated that he would have some concerns participating with another municipality in this program. The program was pitched to support Delran businesses. Mr. Hatcher stated that renters will also have the ability to sign up for the program and receive a quarterly check.

Mr. Catrambone recommended that we allow Marlboro Township to be up and running for about six months before we entertain the program. Council agreed.

JIF DIVIDEND

Mr. Hatcher stated that we received a JIF dividend in the amount of \$54,637. In the past, we applied the dividend to next year's assessment. This year our assessment is going down \$12,000 before applying the dividend. Mr. Hatcher recommended that we take \$20,000 towards the dividend and put the remaining \$34,637 in the aggregate excess account to be used towards next year's bill. Council agreed to Mr. Hatcher's recommendation. Mr. Hatcher asked that Council adopt a resolution tonight authorizing how the dividend will be applied.

RESOLUTION 2012-10

RESOLUTION DIRECTING THE DISTRIBUTION OF THE Delran Township NET RETURNED SURPLUS FUNDS HELD IN TRUST BY THE BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Delran hereinafter referred to as MUNICIPALITY, participated as a member municipality of the Burlington County Municipal Joint Insurance Fund, hereinafter referred to as FUND, for one or more of the following FUND fiscal years beginning January 1, 1996, January 1, 1997, January 1, 1998, January 1, 1999, January 1, 2000, January 1, 2001, January 1, 2002, January 1, 2004, January 1, 2005, January 1, 2006, January 1, 2007, January 1, 2008, January 1, 2009, January 1, 2010, January 1, 2011; and

WHEREAS, the FUND is a statutory filed municipal joint insurance fund as defined in N.J.A.C. 11:15-2.1 et seq., and

WHEREAS, the MUNICIPALITY joined the FUND knowing that membership carries with it joint and several liability with all other member municipalities for each year of the MUNICIPALITY's membership, and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any available statutory surplus will be released by the FUND, and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any projected deficit will be declared as an additional assessment due to the FUND, and

WHEREAS, the MUNICIPALITY understands that Available Statutory Surplus is defined to be the amount of money in excess of the projected value of claims by line of coverage, plus an actuarially determined value for Incurred But Not Reported claims, subject to the surplus reserve calculations as defined in N.J.A.C. 11:15-4.6 et seq., and subject to review and approval by the Department of Banking and Insurance and Department of Community Affairs, State of New Jersey, prior to release by the Executive Committee of the FUND, and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier release of Available Statutory Surplus due to the possibility that a FUND year wherein a return of Statutory Surplus has been duly authorized could later be presented with a claim for which it could be responsible causing a demand for an additional assessment from each participating member municipality of that FUND year, and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier collection of an additional assessment due to the possibility that a FUND year wherein an additional assessment has been duly authorized could later be presented with a need for additional assessments from each participating member municipality of that FUND year, and

WHEREAS, the MUNICIPALITY understands that its options for directing the distribution of its net share of released Statutory Surplus to be as follows:

1. Direct the FUND to apply the MUNICIPALITY's share to the MUNICIPALITY's premium in the next FUND fiscal year (N.J.A.C. 11:15-4.21(e)),
2. Direct the FUND to apply the MUNICIPALITY's share to the FUND's Aggregate Excess Loss Contingency Fund, which provides member municipalities with an available individual contingency balance for use in satisfying any possible need for a supplemental assessment for any year they were a member and an annual capacity to use all or a portion of a member municipality's available balance in offsetting future premiums, or
3. Direct the FUND to apportion the MUNICIPALITY's share as a stated dollar amount among options 1 and 2 above such that the sum total of allocated dollars equals the amount of the Net Distribution available to the MUNICIPALITY as noted above.

NOW THEREFORE BE IT RESOLVED, that the MUNICIPALITY directs the FUND to distribute the MUNICIPALITY's share of its Net Distribution as follows (**check the one box that applies**):

- Apply the full amount as a credit to the MUNICIPALITY's next FUND Year premium
- Apply the full amount to the MUNICIPALITY's share of the FUND's Aggregate Excess Loss Contingency Fund.
- Distribute the full amount among options 1, 2 as follows:

Option 1 - \$20,000 Option 2 - \$34,637, Option 3 - \$_____.

Mr. Morrow made a motion to adopt Resolution 2012-10, seconded by Ms. Pomeranz.

There being no questions, the roll was called.

Mrs. Kolodi, Mr. Schwartz, Ms. Pomeranz, Mr. Catrambone and Mr. Morrow voted aye.

Ayes: 5
Nays: None

Motion Approved

REPORTS

Mr. Hatcher – No report

Mr. Long – No report

Ms. Eggers – Ms. Eggers asked that Council make a motion to advertise for receipt of bids for the Towing Contract.

Mr. Morrow made a motion authorizing the receipt of bids for the Towing Contract, seconded by Mr. Schwartz. All were in favor, motion approved.

Ms. Pomeranz – Ms. Pomeranz asked if Council wanted to move forward with the name tags. Ms. Eggers stated that she get estimates on the cost.

Mr. Catrambone stated that he feels they should pay for them individually and not have the Township pay for them. Council agreed.

Ms. Pomeranz stated that she spoke with the Army Corps of Engineers and they would like to get together with Council and the Township Engineer at the site to go over the flooding issues. Ms. Pomeranz stated that she provided the resident with a letter letting them know what was taking place.

Mr. Paris asked that she let them know when they want to get together.

Mr. Morrow – Mr. Morrow stated that a few months ago he talked about the condition of the bathrooms at Notre Dame Field. He asked if we could have Mr. DeSanto take a look at the condition.

Mr. Hatcher stated that they have and there are significant repairs that need to be made to the bathroom. There had been a budget request submitted that Council will have to review during the budget process.

Mr. Morrow asked if a sign can be put up at the entrance to Faunce Street Park prohibiting vehicles from driving back into the park. He also mentioned putting a chain up to prevent that from happening.

Mr. Hatcher stated that the problem with putting a chain up is that you will not be able to get strollers through the entrance. Mr. DeSanto is working on putting the sign up.

Mr. Morrow stated that he is also looking into the cost of the property for sale on Fairview Street so we can talk about a parking lot.

Mr. Morrow thanked Council for preserving the open space on Fairview Street.

Mr. Schwartz – Mr. Schwartz thanked the Chief of Police for addressing the issue of the no parking, stopping or standing signs on Third Street.

Mr. Schwartz thanked Ms. Pomeranz for taking the time to do a walk through of Swedes Lake. They have a meeting with the residents on Saturday regarding the issue.

Mrs. Kolodi – Mrs. Kolodi stated that there are many potholes developing in her area. One is at the entrance to Randle Court. She asked if she should report them to Mr. Hatcher or Mr. DeSanto.

Mr. Hatcher stated that she can provide him with the information and he will forward them to Mr. DeSanto.

Mrs. Kolodi thanked Mr. Morrow for serving as President of Council for the last year and welcomed Mr. Catrambone back as Council President.

Mr. Catrambone – Mr. Catrambone thanked Mr. Morrow for a great job as Council President.

Mr. Catrambone stated that the preservation of the open space on Fairview Street is very much in line with the Master Plan of the Township.

Mr. Catrambone stated that he just wanted to remind everyone to keep everyone involved with the issues and work together.

Mr. Paris – Mr. Paris stated that he is also very happy we were able to preserve the land on Fairview Street.

Mr. Paris thanked Mr. Morrow for serving as Council President and welcomed back Mr. Catrambone to the position.

Mr. Paris stated that we need to be careful in making promises to residents. Even though he would love to be able to fix everything, with the economy and trying to keep the budget down, we need to set priorities. We do have two big projects coming up with Conrow Road and the Myers Tract.

PUBLIC PORTION

Mr. Morrow made a motion to open the meeting to the public for comments, seconded by Mr. Schwartz. All were in favor, motion approved.

Dolores Cannone, 910 Hubbs Street, wished everyone a Happy New Year. She thanked everyone for working on preserving the property on Fairview Street.

Anthony Cannone, 910 Hubbs Street, and Scott Ford, 912 Hubbs Street, also thanked Council for preserving the property.

Mr. Morrow made a motion to end the public portion. The motion was seconded by Ms. Pomeranz. All were in favor, motion approved.

Mr. Morrow made a motion to enter into closed session for discussion on litigation regarding tax appeals, seconded by Ms. Pomeranz. All were in favor, motion approved.

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

Mr. Morrow made a motion to authorize the advertisement for a RFQ for Special Projects Tax Attorney. The motion was seconded by Ms. Pomeranz. All were in favor, motion approved.

Mr. Schwartz made a motion to adjourn the meeting, seconded by Ms. Pomeranz. All were in favor, the meeting was adjourned.

Respectfully submitted,

Jamey Eggers, Township Clerk