

**WORK SESSION
MUNICIPAL BUILDING**

**May 14, 2013
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 28, 2012 and posted on the bulletin board on the same date.

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

ALSO, PRESENT: Mr. Paris, Mayor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

SEWER BILL ADJUSTMENTS

Mr. Catrambone reviewed the following sewer bills with Council.

210 Lawrence Lane – The owner has indicated that they had a leaky toilet and purchased a toilet flap on 10/30/12 and repaired it that day. Since making the repair they have utilized 1,000 gallons per month in water usage and we are recommending that the bill be adjusted to the minimum residential billing. Council agreed.

115 Green Briar – The owner indicated that their new bill has the highest they ever received and they believe this is due to a toilet that a contractor fixed in September 2012. The current bill is \$312.75 per quarter. Since the repair their water usage dropped from 16,000-18,000 down to an average of 6,000 gallons for month. We are recommending that the bill be adjusted from \$312.75 per quarter down to \$172.75 based on the new average. Council agreed.

294 Tenby Chase Drive – The owner provided documentation for a leaky toilet that was repaired on March 3, 2013. The owner was only able to provide one water bill to provide the usage after the leak was fixed, which showed 6,000 gallons used. Based on that information, we are recommending that their quarterly billing be reduced from \$182.75 down to \$142.75. Council agreed.

861 Waterford Drive – The owner indicated that two toilets were repaired in April of 2012. Their quarterly billing was \$222.75 and based on the water readings provided their quarterly bill should have been \$192.75. They did not provide any additional information that would allow us to adjust the bill any lower. Council agreed.

292 Tenby Chase Drive – The owner provided an invoice for the repair of a leaky toilet dated January 5, 2012. Their quarterly bill was \$182.75 and based on the usage of 17,000 for January, February and March of 2013 they are asking that their bill be reduced to \$167.75 per quarter. Council agreed.

Bella Pizza, Brown Street – This property has both a commercial and a residential unit. There is only one water meter so there is no way to know how much water each unit is

using. In the past the Sewerage Authority made some adjustments but we cannot find any records on how that adjustment was made. When the Tax Collector received that reading she split it evenly and billed them as a commercial property since there is no way to know what that split would be.

The owners of the property provided Council with information on other units in Delran. One is the Bagel Café and the other is Bella Pizza. There are five individuals living in the residential portion of the property. The Sewer Authority billed 1/3 to the pizza parlor and 2/3 to the residential unit.

Mr. Hatcher stated that the difficulty with the information they provided is that there is one water meter for several units and they are all paying the minimum commercial bill and it is not based on usage. That is why he provided the information on Milanese and Pizza Amore. There is nothing in the rate structure that spells out a procedure.

Mr. Catrambone asked if we could bill a portion at the commercial rate and a portion at the residential rate.

Mr. Hatcher asked if they wanted it to be 50% commercial and 50% residential.

Mr. Catrambone asked how much a reduction that would give the owner.

Mr. Hatcher stated that he does not have all the numbers tonight. It will defiantly be lower, but not as low as in the past.

Mr. Winckowski stated that the DEP has rates on the projected amount of waste water that a residential unit would use.

Mr. Catrambone asked if Mr. Hatcher could look into whether the apartment on top of Milanese is billed at the residential rate.

Mr. Hatcher stated that he will get Council that information. It appears that they may have a separate meter.

Mr. Catrambone stated that once we have all the information we can discuss this at the next work session.

ROAD REVIEW

Mr. Catrambone stated that we had the Public Works Superintendent and the Township Engineer update the list of roads in need of repair. Mr. Catrambone asked that we allow the residents here tonight to speak on this issues.

Giovanni Papi, 813 Drexel Street, stated that he has lived at this address since 1964 and this road had never been touched. He asked that Mayor and Council walk this road and take it into consideration while they are discussing the road program.

Mr. Paris stated that we have been very aggressive with the road program over the last several years. We have done sixteen roads since 2010.

Mr. Papi asked if Drexel Street is in their plans.

Mr. Paris stated that there are a lot of roads in our plans. We try and make it as fair as possible and do as many as we can.

Mr. DeSanto stated that Drexel Street is bad but it is not as bad as the ones on the list.

Mr. Papi provided Council with a petition signed by the residents of Drexel Street.

Mr. Catrambone stated that on Brown Street, between Fifth and Third Street, he counted twenty-four sections that were patched.

Mr. Morrow stated that in the past five years we have allocated additional funds for the road programs. Sixteen roads since 2010 is amazing.

Mr. Paris stated that we also continue to look for grant funds to repair roads.

Mr. Schwartz stated that he has walked Drexel Street and most of the issues seem to be along the curb line. He asked if there is a repair that can be done to help that road.

Mr. Winckowski stated that he will have to take a look at the road. What they have been finding is that most roads do not have a lot of base under them. We could look at doing a gutter mill and pave to raise the gutter line up to the level at the middle.

Mr. Catrambone stated that we are also looking at an intersection program to repair bad intersections on roads that are not as bad.

A resident of Brown Street stated that if we are going to repave Brown Street we need to keep the commercial trucks off that road. He also recommended speed humps.

Mr. Catrambone stated that he agrees we need to look at traffic calming measures.

Mr. Paris stated that it is happening all over town.

Mr. Schwartz stated that the commercial traffic is worse than ever. He believes there used to be signs directing them to use Chester Avenue. Also, we need to work with the Police Department in regards to the speeding concerns.

Mr. Paris stated that he will reach out to Simon & Schuster to remind them to use Chester Avenue.

Mr. Catrambone stated that he feels we are all in agreement to repave Brown Street.

Mr. DeSanto stated that from Front Street to Fifth Street is not as bad as Third to Fifth but it is also bad from Baylor to Toby Wells.

Mr. Winckowski recommended that if we are going to include Brown Street, we should do the entire road.

Mr. Paris stated that doing the entire length of Brown Street is going to take a lot of money and he would really like to start working on Hartford Road and get that road turned over to the County.

Mr. Winckowski stated that before we begin working on Hartford Road, we really need to know what the County standards are to take the road over. Roads like Hartford Road also fit well into the DOT grant programs.

Mr. Winckowski asked if Council has set a budget for the road program.

Mr. Hatcher stated that the capital budget includes enough down payment money to fund \$800,000 for the road program but we also need to remember that we will need down payment money for any grants that we receive because they are reimbursement grants. We know that we have received a grant for Tenby Chase Drive for about \$200,000.

Mr. Catrambone asked if we should maybe look at doing some intersections instead of another road. He asked if the list provided are ranked in order.

Mr. DeSanto stated that they are ranked.

Mr. Winckowski recommended that we keep the intersections to a certain area to keep the costs down.

Mr. Paris stated that we have also been putting off Lowden Street.

Mr. Winckowski stated that Lowden Street should not be expensive because it will be an overlay project.

Mr. Catrambone recommended that we look at Brown Street, Fifth to Third and Baylor to Toby Wells, entire length of Lowden and the first seven intersections on the list provided.

Mr. Winckowski stated that he will sit down with Mr. DeSanto and Mr. Hatcher in the next few weeks to go over the budget numbers and prepare the cost estimates for the next work session.

Mr. Schwartz asked if there is any grant money to repair the entrances to Lake Lonnie and Swedes Lake.

Mr. Winckowski stated that we may be able to apply for Green Acres funding.

Mr. Morrow recommended that when we are ready to do Norman Avenue we should reach out to the County for help since it runs right to Amico Island.

SURPLUS EQUIPMENT TO BE DISPOSED

Mr. Hatcher stated that the Sewerage Department has prepared a list of surplus equipment that they would like to dispose of. We will try to scrap any metal that we can. Council agreed.

GREEN TEAM

Mr. Catrambone stated that we need to discuss how to form the Green Team and how to establish how that appointments will be made.

Mr. Paris stated that he would like the appointments made in a similar format of the Environmental Advisory Agency. The Mayor would appoint three members and the Council six members. Council agreed.

Mr. Long stated that he will prepare a Resolution for the public meeting to establish the committee.

SYNERGY

Mr. Hatcher stated that along with Mr. Williams, they have met with Synnergy over that last six months. They feel that they can save us \$35,000 per year on the electric costs. We would spilt those cost savings with Synnergy. They have equipment that makes the energy more efficient when it comes from PSE&G to the equipment. We would enter into a five year lease agreement for the equipment and they would receive one-half of the savings and after the five years we would own the equipment and would receive any savings moving forward. It would require us to enter into a shared service. If Council is interested, they will come in to explain the program. Council agreed to continue to pursue this issue.

CAPITAL BUDGET

Mr. Hatcher stated that the following items were proposed by the Department Heads for consideration in the capital budget:

- \$25,000 for upgrading computers in four police cars
- \$50,000 for various computer within the Finance, Clerk's, Assessor's and Administration Offices – This includes nine computer and running additional lines to Police and Public Works to be able to utilize the new purchasing program.
- Improvements to Buildings and Grounds that include \$30,000 for new garage doors; \$6500 for security camera upgrades; \$12,000 for playground equipment; \$50,000 for roof maintenance and \$25,000 for street striping.
- \$800,000 for road improvements

Council agreed to move forward with the items above and will introduce a bond ordinance at the public meeting.

GRASS & PROPERTY MAINTENANCE ORDINANCE

Mr. Hatcher stated that Council received the ordinance that they would like to have adopted to make the necessary changes to speed along the process of maintaining properties. If Council is in agreement, they could introduce the ordinance tonight. Council agreed.

**TOWNSHIP OF DELRAN
ORDINANCE 2013-08**

**ORDINANCE OF THE TOWNSHIP OF DELRAN AMENDING CHAPTER 89 OF THE
TOWNSHIP CODE ENTITLED “BRUSH, GRASS, AND WEEDS”**

Mr. Morrow made a motion, seconded by Ms. Pangia to approve the ordinance on first reading.

There being no question, the roll was called.

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

Ayes: 5

Nays: None

Motion Approved

REPORTS

Ms. Eggers – No report.

Mr. Hatcher – Mr. Hatcher reported that we received a request today from the Central Jersey Tractor Pullers Association. Every year they host a parade in a different part of the County. The parade is scheduled for July 14th. It will begin at the Burlington County Fairgrounds at 10 A.M. and travel through Delran. The Burlington County Fire Police will be working with local police departments to control traffic. They are asking the Township for support. The route through Delran will be down Creek Road to Bridgeboro Street into Riverside. Council agreed to approve this request.

Mr. Hatcher stated that we received a request from an Eagle Scout. He is looking to have a drop off donation box in the municipal building lobby to help children in need.

Mr. Catrambone asked if he is looking for cash donations.

Mr. Hatcher stated that he will have to ask.

Council agreed to approve the request if he is looking for items to be donated but they do not want to approve the request if they are looking for cash donations.

Mr. Winckowski – Mr. Winckowski reported that they are making good progress with the County on the Fairview Sidewalk projects. We are hoping to ask for Council’s approval at the next work session to advertise the project.

Mr. Winckowski reported that the contractor has begun working on Haines Mill Road. They are doing the concrete work now and hoping to pave in the next few weeks. They will also be fixing the ponding issue at Southview and Tenby Chase Drive.

The Swedes Lake outfall project has a start date of the week of June 3rd.

We are still waiting on DEP approval for the Stewart Avenue outfall project. We are pushing to get this as soon as possible.

There was some hold up with the Myers Tract improvement due to the issue with getting PSE&G out to install the electric but we are moving along.

All of our grant applications have been submitted.

Mr. Long – No report.

Mr. DeSanto – Mr. DeSanto reported that he has sixteen properties that are in need of getting cut. He does not have the price for all the properties tonight but will have them to Mr. Hatcher tomorrow. He asked for permission to have these properties cut.

Mr. Morrow made a motion, seconded by Ms. Pangia to approve the grass cuttings. All were in favor, motion approved.

Mr. Hatcher stated that at the public meeting we will confirm the amounts and locations by Resolution.

Mr. DeSanto stated that his department is really struggling. He is down to two mechanics and six employees on the streets.

Mr. Paris recommended that we utilize sewer employees or look at additional temporary employees.

Mr. Morrow stated that we are going to need to address this issue in the near future.

Ms. Pangia – Ms. Pangia stated that we had a lot of events over the last several weeks. The Kids Expo, Mobile Mammogram Van and the Red Cross Blood Drive. Everyone that attended the blood drive was able to donate. The mobile Eye Care Van is scheduled for June 19, 2013 and will be held at the Fire Department of Chester Avenue. The Mental Health Expo is set for May 20th. We also held the vendor meeting for the Farmers' Market and that is really starting to take off. Ms. Pangia asked for approval to purchase approximately one hundred signs to advertise for the event. Council agreed.

Ms. Pangia stated that she just read that there is a new frozen custard stand coming to the old KFC.

Ms. Pangia thanked all the volunteers and staff that have been helping with all the new events.

Mr. Morrow – Mr. Morrow suggested that with the new road programs we look at getting the speed limits painted right in the streets along with additional striping at crosswalks instead of putting signs all over. This may draw more awareness and help slow down the speeding.

Mr. Morrow stated that once the sidewalks are put on Fairview Street he would like to see trash cans put out along the route with the Clean Communities Program.

Mr. DeSanto stated that they can't keep up with the trash cans that we have already let alone be emptying more.

Mr. Morrow stated that he agrees but he would like to try and do something to help with the litter.

Mr. Morrow suggested that we reach out to the Business Association to talk with them about adopting a park. This could help with the small parks in town so that we do not have to use the township funds.

Mr. Paris stated that we should reach out to the big businesses in town.

Mr. Morrow stated that most of our parks do not have benches. He would like to start a program where residents can donate a bench and have a memory plaque put on them.

Mr. Morrow stated that when we get to the phase of the Myers Tract improvements where we do walking trails he would really like to see it called Veteran's Walk and have families be able to place stones along the way in honor of our Veteran's.

Mr. Schwartz – Mr. Schwartz applauded Ms. Pangia for all of her projects. The sense of community is starting to be restored by a lot of the efforts of the people he works with. He received a call from a family on Norman Avenue that has two disabled children and they stated that when Public Works put up the signs they talked to them to make sure they went in the right place. There was a small trucking company that utilizes that road and when they saw those signs they sent letters out to all of their drivers and vendors telling them to drive only five miles per hour between those signs. He also received a letter today from a resident that Mr. Catrambone read out loud. The letter was from Mr. and Mrs. Jordan, from Fifth Street, to Mayor, Council and Mr. Hatcher thanking them for moving forward with the outfall work at Swedes Lake.

Mrs. Kolodi – Mrs. Kolodi stated that there is a deep pothole at the corner of Wright Way and Tenby Chase Drive.

Mrs. Kolodi stated that she has students at the High School that would be willing to deliver the cards advertising the Farmers' Market.

Mr. Catrambone – No report.

Mr. Paris – Mr. Paris reported that we received a \$205,000 grant for improvement to Tenby Chase Drive and also a \$250,000 grant for sidewalks along Route 130 where there are no sidewalks. We also received a slight increase in our Clean Communities Grant.

Mr. Paris thanked the Chief of Police for having the Police Department for helping to keep an eye on the littering in the Summerhill. He would really like to enforce the littering ordinance we have in place.

Mr. Paris acknowledged Larry Jack and his forty years of service. He would like to present him with the plaque and asked for Council's approval. Council agreed.

Mr. Paris stated that he is taking up a collection for Relay for Life from Mayor and Council and the Township employees if anyone is interested in donating.

PUBLIC PORTION

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

Mr. Grockenberger, Alden Avenue, stated that he hopes when the new outfall is installed at Stewart Avenue it is not too far in the ground.

Mr. Winckowski stated that the problem is the pipe is already deep and we need to extend it out into the creek in order to make sure that the bottom of the pipe is at grade level and not obstructed by land. Once we extend the pipe and install the duck valve the water will be able to exit the pipe provided that the water

level is not higher than the pipe. One of the issues we are having with the DEP is that they are treating this like a new outfall because it has been broken for so long.

Bob Gilbert, 75 Stewart Avenue, stated that the jughandle area on Bridgeboro Road has not been cut.

Mr. Morrow stated that it was just cut yesterday but the state does not cut it very often.

Mr. Gilbert stated that he was wondering why we would need DEP approval on an existing outfall but from the conversation tonight he now understands that they are treating this as a new pipe.

Mr. Winckowski stated that we have been back and forth with them and no matter what we do they are treating this like a new outfall.

Mr. Gilbert stated that groundbreaking ceremony for the new VFW will be held on Saturday, June 18th.

Mr. Morrow made a motion to end the public portion of the meeting. The motion was seconded by Mrs. Kolodi. All were in favor, motion approved.

Ms. Pangia made a motion, seconded by Mrs. Kolodi to enter into closed session for DPA & Sergeants Contract Negotiations, Special Counsel-Tax Appeals and Delran/Riverside Sewer Service Agreement. All were in favor, motion approved.

Ms. Pangia 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. Hatcher reported that we are following up with all the individuals in the Riverside Park flood area. Of the 150 surveys sent, less than thirty residents returned them. Of those that were returned, twenty-two had damage, but only fifteen had major damage. We are following up this week with phone calls and he will provide Council with the information.

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

Respectfully submitted,

Jamey Eggers, Township Clerk