

**WORK SESSION
MUNICIPAL BUILDING**

**September 1, 2016
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 July 12, 2016 and posted on the bulletin board on the same date.

ROLL CALL: Mr. O'Connell, Mrs. Kolodi and Mr. Catrambone were present. Ms. Pangia and Mr. Schwartz were absent.

ALSO PRESENT: Mr. O'Donnell, Solicitor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

BID REPORT – 2015 ROAD PROGRAM

Mr. Catrambone reported that we received the bids for the 2015 Road Program. The Low bidder was AE Stone, Inc. including the Base Bid + Addition A. The Fire District has indicated that they do not have the necessary funds to move forward with the reconstruction of their parking lot with was listed as Addition B. Mr. Catrambone asked for approval to adopt Resolution 2016-148 awarding the contract to AE Stone Inc., for the Base Bid + Addition A in the total amount of \$783,000.00.

**TOWNSHIP OF DELRAN
RESOLUTION 2016-148**

A RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR “2015 ROAD PROGRAM” TO A.E. STONE, INC. FOR THE BASE BID AND ADDENDUM A

Whereas, on July 26, 2016, Delran Township held a bid opening for bids for “2015 Road Program” (the “Project”); and

Whereas, Delran Township received the following bids for this Project:

<u>Name</u>	<u>Base Bid</u>	<u>Base + Add A</u>	<u>Base + Add B</u>
1) A.E. Stone, Inc.	\$730,000.00	\$783,000.00	\$829,000.00
2) Arawak Paving Co, Inc.	\$818,000.00	\$867,000.00	\$919,200.00
3) American Asphalt Co.	\$849,250.50	\$910,302.75	\$955,878.50
4) Lexa Concrete, LLC	\$869,998.50	\$942,155.50	\$994,173.00
5) Mount Construction Co.	\$945,917.00	\$1,045,323.00	\$1,101,651.00

Whereas, A.E. Stone Inc. was the lowest bidder for this Project for the Base Bid and for the Base Bid plus additions A and B; and

Whereas, the Township has decided to award this contract for the base bid and addendum A only; and

Whereas, the bid submitted by A.E. Stone, Inc. did not contain any irregularities which would deem their bid to be non-responsive; and

Whereas, as the Township has indicated no prior negative history between the Township and A.E. Stone, Inc., A.E. Stone, Inc. is to be considered a responsible bidder; and

Now, therefore, be it resolved by the Mayor and Council of the Township of Delran that the contract for this project shall be awarded to A.E. Stone, Inc., for the base bid plus addendum A, in the amount of \$783,000.00, with terms pursuant to the RFP and the bid submitted by A.E. Stone, Inc.

Mr. O'Connell made a motion, seconded by Mrs. Kolodi to adopt Resolution 2016-148

There being no questions, the roll was called.

Mr. O'Connell, Mrs. Kolodi and Mr. Catrambone voted aye.

Ayes: 3

Nays: None

Motion Approved

2016 SEWER CAPITAL PROJECTS UPDATE

This item will be discussed at the next work session meeting.

ABRASIVE ALLOYS PROPERTY – HAZARDOUS DISCHARGE SITE REMEDIATION PROGRAM

Mr. Hatcher stated that Council has received a grant in the amount of \$63,585 for site remediation at the Abrasive Alloys property. The next step is to authorize CME Associates to perform the LSRP services for the Township. If Council agrees, the Resolution will be added to the public meeting agenda. Council agreed.

SEWER REBATE

Mr. Catrambone stated that we need to discuss how we handle the sewer rebate. We went over various approaches and he believes we have settled on a \$50.00 one-time credit on each sewer billing account. If Council agrees, we could need a Resolution on the agenda for the public meeting.

Mr. Paris asked when the credit would take effect.

Mr. Hatcher stated that we will need to send out new bills and the process will take about a month and a half. It will not be in time for the October bill. The next bill would be January 1st unless Council wanted to wait until we bill for 2017 and have it shown on the 1st quarter.

Mr. Paris stated that he feels if it says an additional mailing, he feels that we should have the credit applied to the 1st quarter 2017 billing. Council agreed.

Mr. Hatcher stated that we will have a resolution prepared for the public meeting.

SEWER ADJUSTMENTS

This item will be discussed at the next work session meeting.

NEW OWNERS/SEWER

Mr. Hatcher stated that the following properties have new owners and based on the regulations, the sewer bill should be adjusted to the minimum. They are:

25 Dartmouth Drive
882 Smith Street
713 Faunce Street
25 Creek Road
105 Spruce Street
66 S. Bridgeboro Street
59 Stecher Avenue
509 Main Street
22 Hunter Drive

We will prepare a Resolution for the public meeting. Council agreed.

CHANGE FUND FOR REGISTRAR OF VITAL STATISTICS

Mr. Hatcher stated that currently the Registrar's office does not have a change fund. We are proposing a \$50.00 change fund be provided to allow the Registrar's Office to issue change for items such as marriage application fees and certified copy fees. If Council agrees, a Resolution will be prepared for the public meeting. Council agreed.

CDBG – SIDEWALKS CREEK ROAD

Mr. Catrambone stated that a question regarding engineering fees came up at the last meeting and we tabled the resolution which authorized those services.

Mr. Hatcher stated that the Township received a grant for sidewalk improvements along Creek Road. The grant only includes construction cost and not engineering cost. Council did adopt an ordinance for the total cost of the project which includes engineering. The next step is to authorize CME Associates to perform the engineering services associated with the project. Due to this being delayed at the last meeting, we will most likely have a reduced grant for next year. If Council wishes to move this forward they will need to remove Resolution 2016-137 from the table and then adopt Resolution 2016-137 to authorize the engineering services. Council agreed.

Mrs. Kolodi made a motion to remove Resolution 2016-137 from the table, seconded by Mr. O'Connell. All were in favor, motion approved.

TOWNSHIP OF DELRAN RESOLUTION 2016-137

AUTHORIZING ENGINEERING SERVICES FOR SIDEWALKS ALONG CREEK ROAD IN AN AMOUNT NOT TO EXCEED \$17,500

WHEREAS, the Township of Delran has authorized Ordinance 2016-07 to provide funding for the Creek Road Sidewalk Project under the Community Development Block Grant; and

WHEREAS, the Township Council desires to have CME Associates, the Township Engineer, complete the design, Permit and Bid Phase along with Survey and Construction Phase Services in an amount not to exceed \$17,500

NOW, THEREFORE, BE IT RESOLVED that the Township Council authorizes the Township Engineer to provide the above mentioned services and move forward with this project.

Mrs. Kolodi made a motion, seconded by Mr. O'Connell to adopt Resolution 2016-137

There being no questions, the roll was called.

Mr. O'Connell, Mrs. Kolodi and Mr. Catrambone voted aye.

Ayes: 3

Nays: None

Motion Approved

TAYLOR'S LANE PUMP STATION

Mr. Hatcher reported that there is an existing control panel and two pumps need to be replaced at this pump station. Upon completion, we would have a brand new pump station that should last twenty years. CME Associates has looked at the project and does not feel this is something they need to be involved with and we could use Municipal Maintenance Co. to complete those services under the current contract as long as Council does not have an issue. The cost for the project is \$67,800. Council had no issues.

AUTHORIZATION TO DISPOSE OF SURPLUS EQUIPMENT

Mr. Catrambone stated that Council is being asked to authorize the auction of a number of items including 34 bicycles. Mr. Catrambone stated that it would be great if we could donate those bicycles to individuals in need.

Mr. Hatcher stated that for the last several years we have been auctioning the items on govdeals.com which seem to bring in a larger number than if we auctioned the items ourselves. Council agreed to authorize at the public meeting.

224 SOUTHVIEW DRIVE

Mr. Hatcher stated that this property backs up to the Don Deutsch. The property owner just purchased the home and they would like to but a fence up along the back. There are three large trees along the property line. If he places the fence inside the trees, he will lose about six to seven feet of his property. If he goes outside the trees, he will be on municipal property. To make this even more complicated, the Township owns a seven foot wide piece

of property next to 224 Southview Drive which is used to access. There was a sidewalk installed many years ago and based on the residents survey, the sidewalk may be partially on his property. If he were to install a fence along the side, he loses property because of our sidewalk.

Mr. Paris asked if the sidewalk is on his property, should we be concerned.

Mr. O'Donnell stated that since the sidewalk was put in approximately thirty years ago, the Township could have taken the nine inches of property through adverse procession. If he here to challenge the issue and try and force the Township to remove the sidewalk, we have a good defense that the property should belong to the Township.

Mr. Hatcher stated that the resident does not want to cut down the trees. One of the trees is about 40% on Township property and 60% on his property. The other two trees are fully on their property.

Mr. Catrambone stated that allowing him to install a fence on Green Acres property will cause an issue for the Township.

After discussion, Council agreed that they due to the issues this could pose with Green Acres, they cannot permit the resident to install the fence on Township property.

DELRAN AA SHED/DRAINAGE

Mr. Hatcher stated that the Delran AA has a shed they would like to place at Delran Community Park. There is a drainage issue in the area they would like to place the shed and they are asking the Township to cover the cost of the drainage improvements. They have received quotes for the project and the cost to the Township would be \$3,800.00. Mr. Hatcher stated that this is the best location for the shed. Mr. Hatcher stated that there are funds available in the ordinance to cover the cost. Mr. Hatcher stated that he will discuss with Mr. DeSanto to make sure that we received three quotes and then place a Resolution on the public meeting agenda for approval.

TAX APPEAL

Mr. Hatcher reported that there is one tax appeal that requires action which is Delran S.C., LLC at 4037 Route 130. The appeals are for 2012, 2013 and 2014. The property was assessed at over \$2,300,000. The property owner was looking for an assessment of \$1,260,000 for each year appealed. It was settled at \$2,000,000 which was the recent sale price of the property. Usually we try and make adjustment for future years but because Delran S.C., LLC no longer owns the property a cash settlement in the amount of \$38,000 will be issued. The Tax Attorney and Tax Assessor feel that this is a fair settlement. Council agreed to place a Resolution on the public meeting agenda to authorize this settlement.

REPORTS

Ms. Eggers – No report.

Mr. Hatcher – Mr. Hatcher provided Council with the annual report from the Burlington County Joint Insurance Fund. One item that worked out very well for the Township this year was the JIF offering cyber liability insurance. As you know, we recently had a breach and the insurance

covered nearly all of the costs. The forensic professionals and legal team they assigned have been excellent. Mr. Hatcher provided Council with an update on investigation of the security breach.

Mr. O'Donnell – No report.

Mrs. Kolodi – No report.

Mr. O'Connell – Mr. O'Connell thanked the Green Team for the starting the speaker series at Throwbacks. He has an opportunity to attend the one series where they had a beekeeper speak and it was very interesting. He hopes they continue the series next year.

Mr. O'Connell thanked the STEAM Team put together by the Delran High School. STEAM stands for Science, Technology, Engineering, Art & Math. The program was started by two teachers to increase awareness to Science and Math education. He would like to congratulate them on the program and he hopes that they can continue.

Mr. Catrambone – Mr. Catrambone reported that he Superintendent and the School Board have put forth an initiative for a \$60,000 grant for the STEAM Team and have asked the Mayor and a representative from Council meet with them and support this initiative. They are partnering with Rider University, Princeton University, alumni from Delran High School and some private organizations and they are asking for support from the Mayor and School. They have asked the Mayor to draft a letter of support and for Council to adopt a Resolution of support. He has asked the Attorney to draft a Resolution of support for the initiative and with Council's approval he would like to add Resolution to the agenda for the public meeting. Council agreed.

Mr. Catrambone stated that he was approach by a resident who indicated that they had conversations with one of the Freeholders and they are very much in support of Jake's Place. They would like the Township to submit an application to the County for a potential \$250,000 grant for Jake's Place. Mr. Catrambone stated that with Council's approval he would like to meet with the Freeholder to discuss this opportunity. He would like to discuss the impact this may have on grants for the park. Council agreed.

Mr. Paris – No report.

PUBLIC PORTION

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

Chuck Stahl, 184 Natalie Road, asked if Council finished organizing the Jake's Place 5-K Run coming up in the beginning of October.

Mr. Catrambone stated that Council was not organizing the run; it was being organized by Jake's Place. They came to Council to ask for approval for use of the Township roads and Delran Community Park for the run which Council did authorize.

Mr. Stahl stated that his company raised funds last year for an organization called Urban Promise which is located in Camden. He is not sure if they would take bike donations but it may be something to consider.

Mr. Hatcher asked Mr. Stahl to forward him the information on the organization and he will distribute it to Council.

Jen Reppert, 174 Westover Court, asked what the Drive Sober or Get Pulled Over grant entails and under whose authority does the grant operate.

Mr. Hatcher stated that the Resolution supports the program which is a statewide. The State provides grant funding for municipalities to participate in the program which is for DWI enforcement during the two week period. For Delran, the grant is roughly \$5,000.00. What it does is put additional officers on the road for DWI enforcement. It began on August 18th and ends on September 6th.

Mrs. Reppert stated that in regards to the issue discussed tonight regarding Southview Drive. If Council were to permit the resident to install their fence on Township property, it would set precedence and other resident may ask the same. .

Mrs. Reppert asked if we have the applications for participation in Delran Day.

Ms. Eggers stated Mr. Anderson is getting us the information and once we receive the forms, they will be posted on the website.

Mrs. Reppert asked if the forms and fees come back to the Township.

Ms. Eggers stated yes.

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

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

Respectfully submitted,

Jamey Eggers, Township Clerk