

**WORK SESSION
MUNICIPAL BUILDING**

**SEPTEMBER 10, 2013
DELRAN, NEW JERSEY**

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: Ms. Pangia, Mrs. Kolodi, Mr. Schwartz and Mr. Morrow were present. Mr. Catrambone was absent.

ALSO PRESENT: Mr. Paris, Mayor, Mr. Hatcher, Administrator, Ms. Eggers, Township Clerk, Mr. Winckowski, Township Engineer and Mr. Long, Solicitor.

REQUEST FROM ROUTE 130 PLAZA TO PROVIDE SEWER SERVICE

Mr. Winckowski reported that Route 130 Plaza owns two properties one which is located in Cinnaminson and one in Delran. They have applied to the Delran Zoning Board for the Delran parcel but they have not applied to Cinnaminson for the parcel located in their town because they are requesting that Delran provide sewer service to the parcel. Council will need to determine whether they want to extend the sewer service area into Cinnaminson. We would also need to take a look at the flow rates and the future development we have approved. Right now we are at about 80% capacity at the plant.

Mr. Paris asked if we need to give approval before we know what their intentions are with the property.

Mr. Winckowski stated that they indicated that they do not have a specific use but they are looking at retail.

Mr. Paris asked if we could make a stipulation on the use.

Mr. Long stated that the approval of the use is under the control of Cinnaminson Zoning Board. He feels we take the waste no matter what because of the revenue.

Mr. Morrow stated that he agrees with the revenue aspect.

Mr. Long stated that the approvals will be with a list of conditions.

Mr. Schwartz stated that without knowing what they want to do, how can we say yes.

Mr. Long stated that we build in conditions that the use fits into the capacity of the plant.

Mr. Winckowski stated that until we do a full build out analysis to evaluate the capacity of the plant it is hard to determine if we can handle the flow. They have indicated that they anticipate a flow of 20,000 per day.

Council agreed that they would like to move forward as long as the use fits within the capacity.

Mr. Winckowski stated that he will communicate to them Council's concern over capacity and the need for a build out analysis to be completed. We will also need to know the intended use of the property in order to make sure we can handle the flow. They will be required to post escrow to order to complete the analysis.

PROPERTY MAINTENANCE/FORECLOSED PROPERTIES

Mr. Hatcher stated he is trying to get some clarification on some on the areas that go beyond grass cutting. We have been very aggressive with high grass but if Council wants to begin to go beyond that they will need to add money in the budget next year. He asked that Council take a look at the information provided and determine how to move forward. We are already running low on money to keep up with grass cutting.

Mr. Paris stated that we have cut back in most areas and he wants Council to be aware that if increase line items we will be increasing taxes.

Mr. Morrow stated that we are not the only town facing these issues.

Mr. Schwartz asked if we will eventually get the money back.

Mr. Hatcher stated that through the tax sale process we will get the money back.

Mr. Schwartz asked if we are keeping up with enforcement.

Mr. Hatcher stated that it takes a long process to get to the responsible party if the property is just starting the foreclosure process. Any property that has been brought to our attention, we are at some stage of involvement.

Mr. Schwartz asked if our penalties are too weak.

Mr. Hatcher stated that they probably are too weak, we have addressed some areas and we should address them again at the end of the year.

Once again, he asked that Council look at the information and decide how aggressive they would like to be on the different issues.

CAPITAL COSTS FOR NEW CONSTRUCTION AT SEWER PLANT

Gregory Valesi, Township Engineer, stated that when the Township took over the Sewerage Authority they prepared a ten year capital plan for improvements at the plant. They identified three projects that needed to be addressed and authorized to move forward with the design. Shortly after that Mr. Hatcher felt it was a good idea to apply for NJEIT funding which was due in October of last year. Since Council authorized

them to move forward with the NJEIT funding, we moved forward in that direction. The three projects that we submitted for were the sludge conveyor rehabilitation, grit facility upgrades and head works facility upgrades. At this time, plans and specification are completed and in order to take advantage of the financing we need to award the projects by the end of this year. The total cost for all three projects is \$2.4 million and we are recommending that you move forward with all three projects at this time. Mr. Valesi briefly explained each project.

Mr. Morrow asked how this will affect the Township on the financing end.

Mr. Hatcher stated that he met with the Engineer, Auditor and the Bond Counsel and if Council is going to move forward they recommended that we do the bond ordinance for \$2,535,000 because of the cost associated with going through NJEIT. We will have to go to the Local Finance Board for approval. Over the length of the bond we will save \$700,000. The debt service payment last year for the sewer budget was \$1,000,000 and moving forward with NJEIT it will be in the area of \$150,000 - \$160,000.

Mr. Schwartz asked what would happen to the plant if we did nothing.

Mr. Valesi stated that we would be rolling the dice in keeping up with the infrastructure of the plant. It is no different than your road program. The plant will continue to operate. Residents will still be able to flush their toilets but it will be increasing difficult to operate the plant as we move forward.

Mr. Hatcher stated that by pushing off these projects you will also run into more projects that were on the ten year plan and be forced into doing more projects all at the same time.

Mr. Paris asked if we are removing the grit manually right now.

Mr. Williams, Director of Sewer Operations, stated that with head works facility upgrades, we are spending over \$100,000 in pump repairs due to rags in the last two year. In regards to the grit systems, it has not worked since it was installed. We cannot use the classifier that was installed. What we will save is wear and tear on the pumps because we will not be pumping rocks and rags through the pumps.

Mr. Valesi stated that these are two things that we have to keep out of the system.

Mr. Morrow stated that when the prior Council took over the Sewer Authority we promised that we would maintain the operations of the plant and the infrastructure of the plant. He feels that we should move forward with these projects. He understands that we all want to lower sewer rates but we can't overlook these issues.

Mr. Schwartz stated that his issue is that we budgeted \$1,000,000 and now we looking to increase it to over \$2,500,000. He would rather see these projects phased in for a few years.

Mr. Paris stated that he understands but with the debt service paid off this year and the funding opportunity with the NJEIT, this may be the best timing.

Mrs. Kolodi stated that she agrees. With the presentation she feels that these upgrades are needed.

Mr. Hatcher stated that we would need to amend the bond ordinance and allow our professional to move forward with the application to the Local Finance Board.

Mr. Morrow asked if everyone agrees. Mrs. Kolodi agreed, Mr. Schwartz voted no, Ms. Pangia abstained and Mr. Morrow voted yes. Mr. Long gave Mr. Hatcher approval to allow the Bond Counsel to move forward.

“TRUNK OR TREAT”

Ms. Pangia asked for an update on the paving of Delran Community Park.

Mr. Winckowski stated that it will be completed by the end of the month and we will be good to hold the event at the park.

Ms. Pangia asked for approval to have a port-a-pot at the location. Council agreed.

Ms. Pangia stated that if anyone would like to contribute towards the awards for the costumes to let her know.

DISCUSSION ON ADDING BACK 2nd WORK SESSION

Mr. Morrow stated he felt Council was in agreement to add back the second work session.

Ms. Pangia recommended that we start this back in January.

Mr. Morrow stated that the professionals would not have to be in attendance at the second work session.

Mr. Hatcher stated that there seems to be a conflict with the days. Holding the work sessions the first and second Tuesday is too close and the third Tuesday is the Zoning Board meeting.

Council agreed to discuss the possibly of moving the public meeting to the first Tuesday of the month and holding the work sessions on the second and fourth Tuesday's beginning in January.

Mr. Schwartz asked if we could keep the reports to a minimum at the second work session.

Mr. Long stated you do not have to have any reports professional or otherwise.

SWEDES LAKE

Mr. Schwartz stated that we received that report from the Engineer on the second phase of the repairs. Council seemed to be in agreement and he would like to see this project move forward.

Mr. Winckowski stated that he is working with Mr. Hatcher on closing out projects to be able to use those funds.

Mr. Hatcher stated that once those projects are closed out he can get a better idea of the amount remaining in the bond ordinance. He will look into funds for both Swedes Lake and Cleveland Avenue.

REVIEW OF STEWART AVENUE OUTFALL BIDS

Mr. Winckowski stated that they are recommending award to the low bidder, which is Mazarra Trucking. They did receive some information from the second low bidder protesting but they do not feel this should stop us from awarding the project but they are reviewing the information. Council should be ready to award at the October 1st meeting.

ECONOMIC DEVELOPMENT BUILDING VACANCIES/JOB BANK

Mr. Hatcher stated that we would like to set up sections on the Township website for these two items if Council agrees. The first item would be for vacant building and the second for a job bank. Council agreed.

NON-UNION EMPLOYEES SALARIES

Mr. Schwartz stated that he asked for this to be put on because he was asking whether we could put the non-union employees into classifications before discussing wages. With that being said he understands that there has been not increase for two years.

Ms. Pangia stated that we may be better off Rice noticing everyone and bringing them into a meeting.

Mr. Morrow stated wouldn't that be like bringing them in for a job evaluation.

Mr. Long stated that the policy has always been to give an across the board raise to non-union employees and you can enter a slippery slope when you start to base increases on evaluations.

Mr. Schwartz stated that it was just an idea if Council feels it is best to handle it the same way we have been he agrees. He asked when we want to discuss whether we want to move forward with an increase for non-union employees.

Mr. Morrow stated that he has been for moving forward with this. He does not feel Council should be involved with evaluating individual employees on a year to year basis. We can discuss this at the next work session when all of Council is present.

DELRAN VETERAN'S REMEMBRANCE DAY

Mrs. Kolodi stated that the event will be held on November 12th at 6 P.M. either at the flagpole or in the courtroom. There will be forms at Delran Day and here at the Municipal Building for individuals to fill out. We will have a meaningful presentation a roll call of officers with light refreshments afterwards.

Mrs. Kolodi made a motion endorsing Delran Veteran's Remembrance Day, seconded by Mr. Schwartz. All were in favor, motion approved.

REPORTS

Mr. Hatcher – Mr. Hatcher stated that he has updated the exposure information for the JIF and the MEL for this year.

Mr. Winckowski – Mr. Winckowski stated that reported that Delran Community Park will be paved by the end of the month.

The bid opening for 2013 Road Program and the Fairview Street Sidewalk Project is September 17th.

For Haines Mill Road Phase V, we are waiting to close that out we just need to finish the coring to get done.

We are also waiting for Arawak to finish the ponding issues to finish the 2012 Road Program.

We are working on the DOT grant applications for Municipal Aid, Bikeways and Safe Streets to Transit. We are still waiting to hear on next phase of the County Municipal Park Grant.

We are finalizing a water quality concept plan with Rutgers for Westover Drive. The same things goes for Tenby Chase Swim Club to try and get them to possibly pay for regrading near the parking lot.

We are working to get the appraisals completed on the property on Fairview Street that the Township purchased for Green Acres. We have submitted a grant application to the State for the Abrasive Alloys property to help with site remediation.

Mr. Winckowski stated that they are also working on the escrow projects if anyone has any questions.

Mr. Valesi stated that the application for the next round of NJEIT funding is also due October 7th and the projects that are we have discussed are the Fifth Street Pump Station and the sand filters. The estimate is \$1,500,000. After that date we would not be eligible for NJEIT funding.

Mrs. Kolodi stated that we wouldn't have to do the projects.

Ms. Pangia stated that we would be spending money to put the application together.

Mr. Winckowski stated that the estimate for the letter of intent would be \$2,000. The money would not be wasted because we will eventually be doing the project.

Council agreed to allow the Engineer to move forward with the letter of intent for the new round of NJEIT funding.

Lt. John William – Lt. Williams stated that Chief Parente is out of the hospital and his wife is getting ready to be moved to a rehabilitation facility.

Lt. Williams discussed the accident on Route 130 last night. There has been rumors that racing was involved but they do not feel that it was involved.

Mr. DeSanto – Mr. DeSanto stated he will have a contractor out working on the front of the building tomorrow.

Ms. Eggers – Ms. Eggers stated that we received an e-mail regarding the homecoming parade and they are requesting use of the pole barn for the float. Council had no issues.

Ms. Pangia – Ms. Pangia had no report.

Mr. Schwartz – Mr. Schwartz stated that next month he would like to discuss going back to the old way of having the agendas delivered. He is having an issue with the e-mails.

Mrs. Kolodi – Mrs. Kolodi stated that at Delran Day the Citizen of Year forms will be presented. The Business Association will be handling the nominations and will choose the winner in January and they will be honored by Mayor and Council.

Mr. Morrow – Mr. Morrow stated that he is very happy that the Fairview Sidewalk project is moving forward.

Mr. Paris. – Mr. Paris stated that he needs to know the owner of the space at the Harford Corners where the Chinese Buffet was located because he was approached by the owner of an Indian Restaurant looking for banquet space.

Mr. Hatcher stated that he will get him the information.

Mr. Paris stated that Delran Day is October 29th and we have received numerous sponsors and donations and it is really coming along. He appreciates all the donations.

PUBLIC PORTION

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

Mr. Gilbert, 75 Stewart Avenue, stated that he want to make sure that the September public meeting had been moved to October 1st.

Ms. Eggers stated yes.

Mr. Gilbert asked if the bid for Stewart would be awarded at that time.

Mr. Winckowski stated that that is the plan.

Mr. Gilbert asked if construction will start in November.

Mr. Winckowski stated that it takes time to get the contract documents signed and in order and he needs a schedule from the contractor.

Mr. Gilbert asked if the next work session is October 8th.

Ms. Eggers stated yes.

Mr. Gilbert asked what time Delran Day begins.

Mr. Paris stated that it is from 12-4.

Mr. Gilbert asked if Veteran's Remembrance Day will be for Delran residents only.

Mrs. Kolodi stated that for the first year they will keep it to Delran resident only.

Mr. Gilbert reported that the rebuilding of the VFW is moving quickly and they are still hoping to complete by Christmas. Mr. Gilbert invited Mayor and Council to Doyle Cemetery on September 18th where they will be burying the ashes of twenty-five more veteran that they have found.

Mr. Schwartz 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. Schwartz made a motion, seconded by Mrs. Kolodi to enter into closed session for a Personnel Matter. 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 Mrs. Kolodi. All were in favor, motion approved.

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

Respectfully submitted,

Jamey Eggers, Township Clerk

