

**WORK SESSION  
MUNICIPAL BUILDING**

**January 22, 2019  
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 January 4, 2019 and posted on the bulletin board on the same date.

**ROLL CALL:** Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. O'Connell and Mr. Catrambone.

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

**CRIMINAL BACKGROUND CHECK ORDINANCE**

Mr. Catrambone stated that we received the amended Criminal Background check ordinance with the changes discussed at the last work session. Unless there is any future discussion, Mr. Catrambone stated that we will add this to the public meeting agenda for first reading. Council agreed.

**EASEMENT/SINKHOLE LINDA AVENUE**

Mr. Hatcher stated that we were notified by a resident on Linda Avenue that a sinkhole was developing in his side yard. We had Mr. DeSanto take a look at this issue and also checked the tax maps for an easement which was not shown; however, the deed does reference an easement. Mr. Hatcher stated that there is a sinkhole and disjointed pipes where found. This is a storm sewer pipe that runs from one street through to the resident's property and onto another street. It does appear to be something that the Township needs to fix but wanted to touch base on the legality of entering the property so we contacted the Township Attorney and Engineer.

Mr. Winckowski stated that the deed does reference the easement and it makes sense that there would be an easement because the pipe drains public roads. The deed does not have the description for the easement. Mr. Winckowski stated that he would have to send someone down to the county to pull the maps to confirm the easement. Hopefully the map has more information in terms of a description and that the easement was dedicated to the Township. Mr. Winckowski stated that he is confident it will show that information and the Township should be prepared to address the issue.

Mr. Arnautovic stated that if the maps do not show the easement there is a concept called easement by prescription that may be applicable to this scenario. That would only come in to play if we had an uncooperative homeowner in terms of allowing us access to address the problem. The other option would be to draft a temporary construction easement to allow the Township to make the necessary repairs and then enter into a formal and permanent access and maintenance easement for the drain.

Mr. Hatcher stated that once they receive the additional information on the easement he will report back to Council.

## **2019 BUDGET TIMELINE**

Mr. Hatcher stated the budget timeline set this year requires that the Mayor submit the budget to Council by February 28<sup>th</sup> or the next regular meeting of the Governing Body. Council has until March 29<sup>th</sup> or their next regular meeting to introduce the budget. There are work sessions on March 12<sup>th</sup> and March 26<sup>th</sup> to review the budget. Mr. Hatcher asked if Council wants to add an additional meeting dedicated to review the budget.

Council agreed to tentatively add a special work session meeting on Tuesday, March 19<sup>th</sup> at 7:00 PM.

Mr. Hatcher stated that with this schedule we would be looking at introducing the budget on April 2<sup>nd</sup> with public hearing and adoption scheduled for May 7<sup>th</sup>.

## **2019 ROAD PROGRAM DISCUSSION**

Council discussed the potential roads for the 2019 Road Program.

Mr. Winckowski reported that the Township has a pending NJDOT grant for Conrow Road. We typically get \$200,000-\$300,000. The Township has waited and used two years of funding to complete the road. Council will need to determine if they want to include Conrow Road this year and fund half the project or wait another year and hope for two grants.

Mr. DeSanto stated that a lot depends on the weather in terms of if Conrow Road will hold up another years. The half towards Haines Mill Road is in worse condition.

Council agreed that they would like to avoid paving half of the road.

Mr. DeSanto stated that Public Works could try and patch the intersection of Conrow and Haines Mill Road.

After additional discussion Council agreed to include River Drive, Norman Avenue, Patricia Avenue, Diane Avenue and Lake St. as potential roads for the 2019 Road Program. Wills Street will be an alternate. Mr. Winckowski will coordinate with the County for the work on River Drive.

Mr. Mormando made a motion authorizing Mr. Hatcher to have the Bond Counsel draft the ordinance. All were in favor, motion approved.

## **JAKE'S PLACE UPDATE**

Mr. Hatcher stated that we received bids last year for our portion of the Jake's Place project which includes the surface areas and surrounding concrete work. The bids came in significantly higher than the budget amount. We had a meeting with Jake's Place representatives two weeks ago and they are going to try and reach out to vendors they have worked with but we may end up in the same position with the re-bid.

Mr. Winckowski stated that playground is broke down into three components.

- Purchase of Playground Equipment under State Contract
- Purchase of the pour in place rubber surfacing under State Contract

- Installation of base work

Mr. Winckowski reported that Jake's Place has used up their funding with purchase of the playground equipment. That leaves the \$200,000 grant that the Township received. We have quotes for the rubber from \$110,000 to \$143,000 under State Contract. The pricing depends on if we use full color surfacing or a mixture of color and black. There is also deletion built into the design for the sing set area. The Township only received last year, we have a bid base estimate of \$80,000. We only received one bid and the pricing came in at \$130,000. That bid with the cost for the rubber surfacing exceeded our budgeted amount. Mr. Winckowski stated that August was a difficult time to bid this type of project. We are hoping that the number comes down significantly. At this time, the plan is to re-advertise the same project with the base bid and the addition item. The total project estimate is \$95,000 for the base bid and \$20,000 for the addition item. The base work includes additional base work for the shade structure that has been donated to Jake's Place.

Mr. Hatcher stated that if the bids still come in over the estimate, Council can discuss whether they want to add additional funds in the capital budget to make up the difference.

Mr. Catrambone asked for a motion to adopt the following Resolution.

**TOWNSHIP OF DELRAN  
RESOLUTION 2019-26**

**AUTHORIZING THE TOWNSHIP ENGINEER TO RE-ADVERTISE  
THE BID FOR THE JAKE'S PLACE SITE WORK**

Mr. Mormando made a motion, seconded by Mr. O'Connell to adopt Resolution 2019-26.

There being no questions, the roll was called.

Mr. Mormando, Ms. Parejo, Mr. Burrell, Mr. O'Connell and Mr. Catrambone voted aye.

Ayes: 5

Nays: None

Motion Approved

**REPORTS**

**Ms. Eggers** – No report.

**Mr. DeSanto** – Mr. DeSanto reported that the Public Works Department is currently picking up Christmas Trees.

**Mr. Hatcher** – Mr. Hatcher reported that we add a resident request additional signage on Stewart Avenue near L & M Bakery where it became a one-way. We will be adding additional signs in that area.

**Mr. Winckowski, Township Engineer** – Mr. Winckowski reported that he will have a close-out Resolution for the Municipal Building Roof Replacement ready for the public meeting.

Punch list items still remain for Hartford Road and the Road Program. Once the weather breaks the contractor will be able to complete those items.

**Mr. Arnautovic** – No report.

**Mr. Burrell** – Mr. Burrell congratulated Mr. O’Connell on his election to the Freeholder Board. Mr. Burrell stated that Mr. O’Connell will be missed in Delran and wished him the best of luck.

**Ms. Parejo** – Ms. Parejo congratulated Mr. O’Connell and stated they will miss him on Council.

**Mr. Mormando** – Mr. Mormando congratulated Mr. O’Connell and wished him the best of luck.

**Mr. Catrambone** – Mr. Catrambone stated that he is happy to see that the Delran EMS is back up and running and wish them the best of luck.

Mr. Catrambone stated that he received a report from Chicken Advisory Board indicating that there have been no issues during the Pilot Program. They would like to have the program moved to a permanent ordinance. Mr. Catrambone stated that we will distribute all the information for discussion at a future work session.

Mr. Catrambone read a thank you note from Mrs. Kolodi for the plague presented at the last meeting.

Mr. Catrambone congratulated Mr. O’Connell on his election to the Freeholder Board. Our relationship with the Freeholders has continued to grow and a resident and former Councilman now serving he looks forward to a great relationship. As a friend, Mr. Catrambone stated that he is proud of his accomplishment.

**Mr. O’Connell** – Mr. O’Connell reported thanked his fellow Council members.

Mr. O’Connell thanked Mr. Hatcher for his e-mail notifying them the Delran EMS was back in operation. Mr. O’Connell watched social as resident had noticed. Mr. O’Connell thanked Mr. Hatcher for all he did during this process.

Mr. O’Connell thanked the legal department and Councilman Mormando for working on the criminal background check ordinance.

Mr. O’Connell stated that his only concern on being elected to the Freeholder Board was that he didn’t want the resident to think that when he ran back in November that this was on his radar. Unfortunately, a vacancy occurred and it was hard to say no to the individuals asking him to serve. After talking with friends and colleagues, he made the decision to run. Mr. O’Connell thanked the resident of Ward 2 for taking a chance on him back in 2014. Mr. O’Connell stated that he has enjoyed working on Council and has learned a lot in the last four years. Mr. O’Connell stated that this will be his last meeting as he will be sworn in tomorrow night to the Freeholder Board. Mr. O’Connell stated that he feels Delran is in good hands.

## **PUBLIC PORTION**

Mr. Burrell made a motion to open the meeting to the public. The motion was seconded by Mr. Mormando. All were in favor, motion approved.

Tom Lyon, 33 Heather Glen Lane, wished Mr. O’Connell good luck.

Walt Bauer, Emergency Management Coordinator, reported that the County is working on revising their shelter plan. They put together a power point presentation that gives a lot of good information on shelters. Mr. Bauer quickly ran through the information on the power point. Mr. Bauer reported that he will work with Mr. Hatcher and Mr. DeSanto in updating the Emergency Management Plan shortly.

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

Mr. Burrell made a motion, seconded by Mr. Mormando to enter into closed session for discussion on the following issues: Contract Negotiations – Police, Personnel Issue – Sewer Department.

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

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

Respectfully submitted,

Jamey Eggers, Township Clerk