

**WORK SESSION  
MUNICIPAL BUILDING**

**May 28, 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. Lyon, Mr. Mormando, Ms. Parejo, Mr. Burrell and Mr. Catrambone were present

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

**COAH MEETING DISCUSSION/SUMMER MEETING DATES**

Mr. Catrambone stated that at the last work session we discussed having a special meeting to update the residents on the COAH litigation. Since not all members of Council were in attendance we decided to postpone the discussion.

Mr. Burrell questioned whether Council wanted to use one of the scheduled work session meetings as the COAH meeting date and only have one work session in the summer months. Council agreed to combine discuss on the summer meeting dates and the COAH meeting date.

Mr. Catrambone stated that a work obligation may not allow him to make the Tuesday meetings before 8:00 P.M.

After discussion, Council agreed to hold the Public Meetings on July 9<sup>th</sup> and August 13<sup>th</sup> and hold the work sessions on July 23<sup>rd</sup> and August 27<sup>th</sup>. The Special COAH meeting will be held on Monday, July 22<sup>nd</sup> at 7:00 P.M.

**CHICKEN PILOT PROGRAM**

Mr. Catrambone asked if anyone had any questions on the proposed changes.

Ms. Eggers stated that they are requesting the items highlighted in blue be replaced with the items highlighted in yellow.

Mr. Arnautovic stated that most of the changes involve amending the ordinance to change it from a pilot program to a permanent ordinance. Mr. Arnautovic stated that they can prepare a draft ordinance based on the proposed changes for Council to consider. Council agreed.

Mr. Catrambone asked that Mr. Arnautovic keep the changes highlighted in the draft.

Mr. Arnautovic stated that he will provide a memo to outline the proposed changes.

Mr. Burrell asked that a copy of the proposed ordinance be provided to the Chicken Advisory Board. Council agreed.

## **SEWER CLAIMS**

Mr. Hatcher reported that there were five sewer claims submitted for review. The Tax Collector has provided a recommendation on each claim. Mr. Hatcher asked if Council agrees with the recommendations, we would adopt a resolution at the public meeting to approve the adjustments. Council agreed.

## **MUNICIPAL AID GRANTS**

Mr. Winckowski stated that the next rounds of grant applications are being requested by the DOT. The grants include Municipal Aid, Safe Streets to Transit and Bikeway programs. Last year we applied for Conrow Road improvements under the Municipal Grant. We received funding for half the project but need additional funds to complete. Mr. Winckowski recommended that we apply for Conrow Road again this year. We received a Safe Streets to Transit Grant last year to add lighting to the pedestrian crossing on Route 130 at Holy Cross and Hunter's Glen. We have applied for bikeways along Hartford Road but have not been successful.

After discussion, Council agreed to continue with Conrow Road under the Municipal Aid program.

Mr. Winckowski stated that he will set up a meeting with Local Aid to discuss grant we received for improvements along Route 130. Council will then determine whether to apply for the Safe Streets to Transit grant to continue those improvements at intersections along Route 130. Council agreed to apply for a bikeway connecting Delran Community Park to Notre Dame Field under the Bikeways program. Mr. Winckowski stated that he will have Resolutions prepared for the June 25<sup>th</sup> work session.

## **JAKE'S PLACE GRAND OPENING DATE**

Jake's Place Grand Opening will be held at Delran Community Park on July 9<sup>th</sup> beginning at 5:30 P.M.

## **CAPITAL BUDGET**

Mr. Hatcher stated that we are at the point whether to move forward with an enabling bond ordinance to authorize funding for the items included in the capital budget.

Mr. Paris asked if something can be added to the capital budget.

Mr. Hatcher stated that we would have to amend the capital budget.

Mr. Paris stated that we discussed having a kiosk at Delran Community Park.

Mr. Catrambone asked if the cost would have to be part of the capital budget.

Mr. Winckowski stated that the kiosks cost between a few thousand dollars to \$20,000 depending on the type.

Mr. Catrambone suggested that we try and cover the cost from the general budget. We also suggested that this be a possible Eagle Scout project.

Mr. Winckowski stated that he will prepare the options and the costs associated for Council to review.

Mr. Hatcher outlined the items included in the capital budget.

### **Court/Administration**

- Audio and video equipment for the court room - \$60,000
- Workstation/Computer/Server upgrades - \$65,000

### **Public Works**

- Pick-up truck with spreader and plow
  - Interstate tractor with mower
  - 3 new hook truck salt spreaders
  - 3 new hook truck decks
- Total \$265,000

### **Municipal Building Upgrades**

- New Coolant Tower
  - Municipal Building Signage
  - Purchase of two copiers
  - Painting of Municipal Building
- Total \$225,000

Mr. Hatcher stated that any replacement equipment that has value will be sold on govedeals.com. Mr. Hatcher stated that he feels the only question on the above list is do they want to paint the municipal building this year. Mr. Hatcher will provide additional information on the coolant tower.

Mr. Catrambone asked what the impact will be to the tax payers for the debt service.

Mr. Hatcher stated that he will break out the information showing the impact on the budget if Council was to move forward with all items.

Mr. Catrambone asked that he provide the information with and without painting the municipal building.

Mr. Hatcher will also provide Council with the cost estimate to replace the HVAC system.

### **NJAW STREET OPENING REQUEST – HARTFORD ROAD**

Mr. Catrambone stated that the request to open Hartford Road is not making anyone at this table happy. The road was recently resurfaced and is under a five year moratorium. He suggested that we ask NJAW Company how they could get water into the Stellwag development possibly by using Bridgeboro Road.

Mr. Winckowski stated that there is a main on Bridgeboro Road but they most likely want to loop the system. They would have one connection on Bridgeboro Road and a second on Hartford

Road. Mr. Winckowski stated that NJAW was aware of the improvements to Hartford Road because they installed a water tap for Willowbrook.

After discussion, Council agreed they do not want to lift the moratorium to open Hartford Road. They will need to find another option to bring in water.

Mr. Arnautovic stated that no action by Council means the moratorium stays in place. They have already been notified for the denial of the road opening.

Ms. Parejo left the meeting at this point.

### **DONATED LEAVE PROGRAM**

Mr. Hatcher stated that we drafted the donated leave ordinance and sent a copy to Civil Service for their review. Civil Service responded with some changes they wanted and Mr. Arnautovic has incorporated them into a revised ordinance. There is also some additional information we need to provide them.

Mr. Arnautovic stated that none of the changes requested were substantive in his opinion.

Mr. Hatcher stated that he will provide Civil Service with the amended ordinance and additional information requested. Council will re-introduce the ordinance once the DCA gives us approval.

### **REPORTS**

**Ms. Eggers** – No report.

**Mr. Hatcher** – Mr. Hatcher stated that he had two residents from N. Chester Avenue reporting issues they are experiencing with water coming from sump pumps. This issue has been around for a long time. The entire street is within the boundary of Riverside; however, the homes are in Delran. They had asked us to contact Riverside to ask if there is something they can do. We contacted Riverside and they are aware of the issue. One of residents stated that they heard Riverside was going to do something on their side. Mr. Hatcher contacted Riverside to confirm the information and has not received a response. Mr. Hatcher will also follow up with a letter to Riverside.

**Mr. Winckowski** – Mr. Winckowski reported that they are working on the 2019 Road Program specifications and are hoping to have it out to bid by the end of June.

Mr. Winckowski stated that he met with Matt Johnson who is handling the trail project along River Drive for the County. They met to coordinate the improvements and most likely they will complete all the concrete, curbing and trail improvements first and then we will resurface the road. After the resurfacing, they will come back and striping and signage. Timing may be an issue and he will have to get additional information on their timeline.

Mr. Winckowski stated that the contractor is moving along on the Jake's Place Playground project. They hope to have the pour in place material installed by the middle of June.

Mr. Paris stated that the County is installing handicap ramps along Creek Road and the area next to ramp has not been filled in yet.

Mr. Winckowski stated that they may be getting ready to repave the road but he will take a look at the issue and reach out to the County.

**Mr. Arnautovic** – Mr. Arnautovic reported that Mr. Platt will be in attendance at the Affordable Housing meeting on July 22<sup>nd</sup>. Mr. Winckowski stated that Township Planner Mika Apte will also be in attendance.

**Mr. Lyon** – No report.

**Mr. Burrell** – No report.

**Mr. Mormando** – No report.

**Mr. Catrambone** – No report.

**Mr. Paris** – No report.

### **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.

Chuck Stahl, 184 Natalie Road, stated that in executive session Council will be discussing the purchase of a lien. He asked if it would be the Township purchasing or selling the lien.

Mr. Catrambone stated that there is a municipal lien that someone made an offer to purchase from the Township. There is the possibility that Council will take action after executive session.

Mr. Mormando made a motion to close the public portion, 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 issue: Towing Contract, Negotiations – Purchase of a Municipal Lien.

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

There was no action needed after closed session.

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

Respectfully submitted,

Jamey Eggers, Township Clerk