

**WORK SESSION
MUNICIPAL BUILDING**

**August 27, 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 and Ms. Eggers, Municipal Clerk.

JIF/MEL QUARTERLY SNAPSHOTS

Mr. Hatcher stated that Council has seen these reports before and this report takes us to year end for 2018. The JIF claims ratio dropped to 72.9%; however, over the last four years it has dropped significantly. The ratio is based on a six year average.

With the EPL/POL loss ratio, we have a 0% claims ratio, which is outstanding.

With respect to the MEL loss ratio, the six year ratio is at 17.4%, which again is very low.

Everything is trending very well with respect to the JIF and MEL. Safety programs seem to be working and we are heading in the right direction.

GENERAL OBLIGATION BONDS, SERIES FINANCING TABLE

Mr. Hatcher reported that the general obligation bond financing is to permanently bond approximately \$11,000,000 of temporary debt. In the beginning of the year we made a recommendation that this was the year that we should do the permanent financing and we have been working with Phoenix Advisors. With that \$11,000,000, we see no negative impact on the 2020 budget as a result of going to permanent financing. We are hitting the market at a time when interest rates are at a historic low. We are also recommending that the most recent bond ordinance be included. Even by adding that, we will have a reduction in debt service for the 2020 budget. If Council is in agreement, the schedule would be to pass a Resolution at the September meeting to move forward. The actual sale will take place on October 2nd with the closing on October 17th.

Mr. Catrambone asked if the deadlines on the table provided, where the dates have already past, where not something Council had to act on.

Mr. Hatcher stated that those items were done internally.

Mr. Catrambone stated that it is good news that even with including all the debt possible we will still see a reduction in debt service for 2020.

Mr. Hatcher stated that we paid off a lot of notes ahead of time so that we could trend it to stay even. The interest rate will be a little lower than anticipated so everything looks good.

ANDERSON FARMS

Mr. Catrambone stated that the County owns this farm and is looking to change the use of the property. They are looking for the Township to enter into an inter-local services agreement regarding the sewer connection.

Mr. Hatcher stated that he met with Mary Pat Robbie and Matt Johnson, along with the Mayor and Mr. Winckowski regarding this property. They are looking to store food for Farmer's Against Hunger. They would receive the food from various farms that are harvesting more than they have to sell. They would store the food there to eventually be distributed where it is needed. It does not appear that there will be a lot of truck traffic, we are talking about one truck coming in and one truck going out. In order to store the food they will need to extend sewer service to the property. They have asked Council if they would be willing to enter into a shared services agreement to oversee the extension of the sewer line and the County would reimburse the Township. CME Associates, Township Engineer would oversee the project. The other aspects that are included are items that were thrown on the table for other potential uses of the property. They are going to come back to the Township with something a little more solid in the future.

Mr. Winckowski stated that the County can do their own sewer extension. They would have to apply to the Township for approval but it is within the sewer service area. Provided that they submitted acceptable designs, the Township would be hard pressed to deny the extension. It would be an easier process if the Township did its own sewer extension and the County reimbursed us because it would save the County from the RFP process.

Mr. Lyon asked what the cost to the Township would be for the extension.

Mr. Winckowski stated that the cost to the Township would be zero. Also, there would be two or three property owners that would have the ability to connect.

Mr. Arnautovic stated that they would have to review the agreement from a legal standpoint.

After discussion, Council was in agreement that they are interested in entering into the shared service agreement.

GREEN TEAM

Mr. Catrambone stated that the Green Team has requested putting their sustainability certifications in the municipal building lobby. Mr. Catrambone stated that his only concerns are where they would like to put them and how we secure them. There is a lot of traffic in this building.

Mr. Hatcher stated that the request came from the Green Team and one thing that is not in the agenda packet tonight was a sample picture they would like to place on the wall which had the plaques hung on various parts of the tree.

Mr. Burrell stated that Deb Hammond sent him the picture and it was basically a cardboard cut that they wanted to place in the lobby to hang announcements on.

Mr. Paris asked where they would like to put the tree.

Mr. Hatcher stated that they requested to put it on the angled wall.

Mr. Catrambone stated that he thinks it is a good idea as long as everything is secured to the wall in such a way that it will not be able to be removed. Mr. Paris asked if Public Works should be securing the plaques.

Mr. Hatcher stated yes, we would just have to iron out the drawing of the tree.

Mr. Mormando made a motion to approve the Green Team's request to display the plaques that they have received for the sustainability certification in the lobby. The motion was seconded by Mr. Burrell. All were in favor, motion approved.

ROAD PROGRAM BIDS

Mr. Winckowski stated that we received bids today for the 2019 Road Program and the bids were very favorable. The lower bid was Pioneer Pipe Contractors, in the amount of \$987,735.00. Mr. Winckowski stated that they do a lot of work for NJAW and PSE&G and all their references check out. All of the bid documents appear complete and will be forwarded to the Township Attorney for their review but we are confident that the recommendation will be to award to Pioneer Pipe Contractors. The low bid amount is within budget and there will be no deletion items. Mr. Winckowski stated that he will have a bid report in the packet for next Tuesday's public meeting for award.

Mr. Catrambone asked what the timeline will be for the project.

Mr. Winckowski stated that we do not have a schedule yet but will press them to get started right away. There is some coordination that will need to be done with the County project on River Road so that road may have to wait until next year to be completed.

TENBY CHASE DRIVE SAFETY

Council tabled discussion on this issue until the next meeting when the Police Chief is in attendance.

SEWER SYSTEM GIS MAPPING

Mr. Hatcher stated that CME Associates provided an estimate to prepare GIS Mapping for the sewer system. We feel this will be of great assistance to the Sewer Department. We have the funding in the 2019 budget but wanted to make Council aware.

Mr. Catrambone asked if that televises the lines.

Mr. Winckowski stated that this is mapping procedure and uses software that is more up to date and also compatible with software programs used by the state. The current map is over fifteen years old, is inaccurate and out of date.

After discussion, Council agreed to move forward with the GIS Mapping. A Resolution will be on the next agenda for approval.

TAXES OWED PAYMENT PLAN

Mr. Catrambone stated that this request was brought to Council by a property owner to discuss property taxes that are in arrears and how he would like to consider repayment. Mr. Catrambone asked if there are any other towns that do this, is it legal and appropriate and what the timeframe was that it took for the taxes to get to this point. We may need to get additional information on this issue before a decision is made.

Mr. Hatcher stated that he will gather that information for the next work session.

Mr. Arnautovic stated that this is a policy decision and there are certain payment arrangements that can be entered into subject to certain conditions. One of those conditions is that in addition to the repayment plan, you have to maintain your current payments as well. The only precautionary issue is the precedence it may set.

Mr. Burrell asked what happens if the property owner does not make the payments.

Mr. Hatcher stated that it will end up in tax sale.

Mr. Lyon stated that if you went to a bank for a payment plan they would want to know that you have the ability to meet those quarterly obligations plus the payments. Mr. Lyon asked if as this moves along, we will freeze any late fees.

Mr. Arnautovic stated that the interest will continue to accrue statutorily.

Mr. Paris asked if we have this policy now.

Mr. Hatcher stated that we follow that state tax law. We have never done a payment plan in the past but will get the answers to the questions raised by Mr. Catrambone.

Mr. Catrambone stated that we will discuss this again at the next work session.

OPEN SPACE TAX

Mr. Catrambone stated that we have had multiple discussions recently regarding the retention of open space and the properties that may be available. Most, if not all, of the open space tax that has been collected and is projected has already been committed to the various projects. We asked the Township Attorney to give us some information that we could use to not let the open space tax sunset. The tax was a referendum and was approved overwhelmingly by the residents back in 2004 for a twenty year tax for open space. In light of all that went on with the COAH litigation, it would be prudent to investigate the continuance of the open space tax or possible increase to continue to preserve additional open space. The memorandum outlines the process followed in the past and the process to extend the open space tax.

Mr. Arnautovic stated that extending the tax would require a new referendum which would be initiated by adopting an ordinance. The referendum would be added to a regular or special election. If the referendum is approved, Council would need to adopt a resolution to authorize a dedication by rider to begin collecting the tax in the following year.

Mr. Catrambone stated that the window of opportunity has passed to add a referendum to the ballot this year. We could add this for the 2020 election which would give us plenty of time since the current tax does not sunset until 2024. Mr. Catrambone stated that during all the meetings regarding the COAH litigation it appears that many residents were in favor of preserving open space to stop any further development and in order to do that we need to have the funds in place.

Mr. Burrell stated that he feels the residents will vote in favor of the referendum and we should let the residents decide if we should preserve open space. Mr. Burrell stated that we should instruct the Attorney's office to begin working on the process.

Mr. Catrambone stated that the next election for the referendum would be the 2020 general election.

Mr. Arnautovic stated that he will check on the deadlines to add the referendum for next year.

Mr. Paris asked if we would have to identify the properties that the Township is looking for or would it just mention open space.

Mr. Arnautovic stated that you could provide a narrow or a pretty broad description as to what the intended purpose is. In 2004, the description was very broad.

Mr. Hatcher stated that the referendum was broad so that the funds could be used not only to purchase open space but also for the development.

Mr. Paris stated that he feels the question should be narrowed down so that the residents know what types of property we are looking to purchase.

Mr. Burrell stated that he disagrees, as we do not know what properties will be available in three years.

Mr. Mormando stated that he feels the purpose we are looking to accomplish is to just expand the amount of money to acquire additional open space. If we narrowly tailor the question, it will limit our options.

Mr. Catrambone stated that as we move forward it would be helpful to review the prior ordinance.

ENERGY AGGREGATION PROGRAM

Mr. Catrambone stated that this has been discussed before and basically instead of individuals being the energy buyer, it would make every resident in the county the energy buyer. On the surface this looks great and definitely gives us more buying power but the reason that we said no in the past was that this was an opt out only program. That means every resident would be switched unless they opted out. This is strictly for the purchase of electric.

After discussion, Mr. Hatcher stated that he will provide a list of the municipalities that already participate in the program and gather feedback on their experience.

REPORTS

Ms. Eggers – Ms. Eggers stated that we received a request from the Delran Seniors to continue holding classes in the municipal building on Thursday mornings. This class will be a Chronic Pain Management Class and will run from September 26th through October 31st. Council agreed to allow the Delran Senior to utilize the community room as requested.

Mr. Hatcher – Mr. Hatcher reported that the brine system that was authorized last year has been installed and is ready for use. There has already been one town that has reached out to us to participate in a shared service agreement for the sale of brine. We should have that for Council's review in the next few months.

Mr. Winckowski – Mr. Winckowski stated that there will be a Resolution on the public meeting agenda next week to close out the Jake's Place contract with Deckers, Inc. The project is substantially completed and they will be back in mid-September to reseed. We need to get the project closed out to receive reimbursement from the County.

Mr. Winckowski stated that Hidden Acres (Stellwag Farms) will begin ramping up construction. They have already started the earth work. Hunter's Glen is also starting the next phase, which is approximately twelve new units. A pre-construction meeting was held today for the project.

Mr. Arnautovic – No report.

Mr. Lyon – Mr. Lyon stated that he wanted to follow up on the parking issue at Grande Blvd. and Castleton.

Mr. Hatcher stated that the Chief reported back and they are going to have the corner painted to prevent parking.

Mr. Lyon asked if they will be installing signs.

Mr. Hatcher stated that we can install signs and he will touch base with the Chief.

Mr. Burrell – No report.

Ms. Parejo – No report.

Mr. Mormando – No report.

Mr. Catrambone – Mr. Catrambone stated that Stumpy's will be holding their grand opening on September 27th.

Mr. Catrambone stated that there has been a lot of discussion on Facebook regarding bulk trash collection. Mr. Catrambone reiterated that bulk items such as mattresses and sofas can be placed out with regular trash. The bulk items will be reported and a second truck will come and pick up that item. If for some reason it is not collected on the same day, please contact the Township at 461-7734 to report the issue. The only items that require special collection are things referred to as white goods such as refrigerators and metal. Please contact the Township to schedule those items for pickup which takes place twice a month.

Mr. Catrambone welcomed WFSF to Delran as they have taken over for Beneficial Bank.

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.

Mr. Minko, 17 Rutgers Drive, discussed the property which was previously Chili's and the condition of the property regarding the grass and weeds.

Mr. Paris stated that Councilman Burrell just notified Mr. Hatcher of the issues today and we will be looking into the property.

Mr. Minko stated that his home backs up the loading docks at Target. He discussed the noise issues from the trucks starting at 7:00 A.M. A lot of people in the neighborhood are upset about the noise.

Mr. Catrambone stated that in terms of the grass and weeds, we will notify the property owner of the issues and if not taken care of we can have someone cut the grass and lien the property. There is a new restaurant that will be coming soon. They have not yet submitted to the Planning Board. As far as the noise, 7:00 A.M. is a permitted time for deliveries. We have had the same issues with Home Depot.

Mr. Minko stated that they are there before 7:00 A.M.

Mr. Catrambone stated that with Home Depot we contacted the manager and had them contact their suppliers and that did address the issue. Mr. Catrambone asked that we reach out to the manager at Target.

Mr. Hatcher stated that we can but we have received absolutely no calls on this issue. If this is happening can the residents please call the complaint into the police.

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 Ms. Parejo to enter into closed session for discussion on the following issues: Litigation- Affordable Housing Issues, Negotiations – Road Moratorium Waiver Request, Trash Contract Discussion, Contract Discussion, Litigation Update.

Mr. Arnautovic stated that Council does not intend to take any formal action after executive session.

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

There was no action taken after executive 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