

**WORK SESSION
MUNICIPAL BUILDING**

**April 13, 2021
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 7, 2021 and posted on the bulletin board on the same date.

ROLL CALL: Mr. Smith, Mr. Jeney, Ms. Parejo, Mr. Lyon and Mr. Burrell were present.

ALSO PRESENT: Mr. Catrambone, Mayor, Mr. Siciliano, Solicitor and Ms. Eggers.

COMMUNICATIONS COMMITTEE REPORT

Mr. Burrell stated that this report was prepared by the communications committee. Council is well aware of the committee's objectives. What we are trying to accomplish are ways to improve communication with the residents here in Delran. With this mission, we met 3-4 times to address that issue. The first time we met, we went through all the problems, the strengths and the weaknesses that we have. In the next couple of meetings, we discussed ways we can improve what we are doing based on the problems we had in front of us. There are four main recommendations in the report. The main recommendation has the most weight and that is the different mediums we propose using. As you can see, a newsletter once a year, text messages and emails are the bulk of our communication. We want to modernize, bring our communication strategy into the 21st century as well as improve our social media. We have a great website and a fairly followed Facebook page but we also need to get on the other platforms to continue reaching the residents here in Delran. Another important portion of communication is the multiple language portion. The school district has been running this program very well. They send out letters in English, Portuguese and Turkish. It is a great way for them to reach out to those communities that are growing here in town. I think that has to be a key portion of whatever the administration does moving forward. With that, I am happy to hear anyone's thoughts. Mr. Burrell asked if Council or the Mayor have any comments or questions.

Mr. Jeney stated that he thought the report was very good. He was glad you were not going to do a newsletter on a regular basis since my past experience with newsletters and the school board was not good. Electronic media is definitely the way to go. A really nice job done by the committee.

Mr. Burrell expressed that for this to work appropriately we really need to work with the with HOAs and senior communities for people to buy in to the program once it is implemented.

Mr. Catrambone stated that most of the digital communication formats we talked about is free or cheap. The expensive part is paper and mailing. A great idea the committee came up with for the newsletter is for it to be an opt-in to the program. Maybe we will send a notice with the tax bills that states very clearly how they can opt in for a newsletter annually or maybe quarterly. A great compromise for how to get the word out for those who want things in print but also to save it from becoming too expensive. The committee was great, it was a diverse group, folks were participating. It was an impressive group and they came up with some great ideas.

Mr. Burrell stated that group was a great group. They also had the idea of a welcome packet for new residents in the town. Once we get the initial part completed then maybe the group will come back together to discuss the welcome packet for new folks coming into town. Let's keep them in the loop and keep them involved. This is how local government should work.

Mr. Lyons stated that he was on the committee which tried to come up with creative ways to get the information that they need when they need it. A lot of that has been achieved but if it needs to be tweaked then they will tweak it.

Mr. Smith added that in the remote environment we are working on figuring out the best way to communicate to different groups, different age ranges and the type of medium they like to receive. I think it is a worthwhile effort. Kudos to all the team.

Ms. Parejo stated that as an immigrant she loves the fact they are incorporating the different languages to get the information out to people who cannot understand English.

Mr. Burrell stated that when he was in high school there was a large Turkish and Portuguese population which has ballooned in the last couple of years. The schools have adapted to it and I think we should adapt as well here in the Township. If people are not aware of what is going on, then why are we doing what we are doing. Mayor, we all concur with most of the committee's recommendation. If there is anything we can do to help facilitate from our end to make sure this happens, we will more than happy to help.

Mr. Catrambone stated that this is somewhat of a trial balloon as we take their recommendations and run with them. If we find it is not working the way we had hoped or something else comes up and someone has an idea of a better way to do something, then we'll adjust and check it as we go forward, keep an eye on its effectiveness. The things that are effective we keep, those that aren't we discard and try something else. It is an ongoing process but we did get a nice jumpstart with all the folks who were candid and engaging.

Mr. Burrell stated that this a huge step forward but there is a lot of work on the backend that needs to happen. He and the Mayor spoke about doing a month's trial basis with 100 residents just to work out the kinks. Once the plan is live, we only have one opportunity to get the people captive and get them opted in. This will not happen overnight. It is going to take some time to make sure this is done right.

SEWER CLAIMS

Mr. Burrell stated that with the first sewer claim, they are recommending charging the average 2019/2020 bill which is 8,000 gallons. Mr. Burrell asked if there were any objections. There were none.

The next claim, they are recommending charging the average for 2019/2020 which is 7,000 gallons for this sewer account. Mr. Burrell asked if there were any objections. There were none.

Ms. Eggers stated that a resolution for approval will be on the next agenda.

OPEN SPACE TAX

Mr. Burrell reported that Council discussed earlier in the year about the open space and wanted to discuss moving forward with it. What are we looking at in terms of time lines if we wanted to get extending open space tax on referendum in November.

Mr. Siciliano stated that as far as he understands from Mr. Hatcher, this was done by voter referendum a number of years ago and it is set to expire.

Mr. Burrell stated that the current referendum expires in 2025.

Mr. Siciliano stated that if Council does nothing than it will continue until 2025 and then run out. If you choose to extend it beyond that time, then we would have it approved voter referendum. It is roughly a sixty to ninety-day process prior to the November election which means we should get started.

Mr. Burrell stated that the money currently collected or anticipated has been committed to existing debt. Currently, if we wanted to purchase open space, we could do that but we couldn't bond against the Open Space Fund. If the voters pass this referendum in November, we have twenty-five years or whatever we set, that we can borrow against because the banks anticipate that revenue coming in. That gives us flexibility to do what we need to do in the time during our term here and for the future. Mr. Burrell stated that personally, he feels there is no better time to do this with all the construction that we see on Chester Avenue.

Mr. Catrambone stated that Mr. Hatcher has done a great job in leveraging that money. Community Park was a product of that and some open space properties that were involved. Frankly, we are running out of open space funds in a quick way. If we are going to preserve open space it is probably best we start ASAP. We don't need to worry about collecting all the money yet because we can leverage the anticipated taxes coming in and it is very important for all the residents to know that this is not an increase in taxes. The most important issue is the timeliness of what is being proposed and I think it is important to do that just because as you mentioned we are running out of open space and those folks that would want to do that would be more than happy to come in and gobble that up.

Mr. Burrell asked if anyone has any additional thoughts.

Mr. Lyons stated that he feels it is a great idea and we should move forward. We need to hang on or try to hang on to what we can in a logical, rational way to hold on to open spaces and preserve that going forward. Let the voters decide in November hopefully in time for this November so we can maintain this for how many years we are going to do it.

Mr. Jeney stated that he agrees. The current open space tax is \$24 per average household.

Mr. Burrell stated that it is a small sliver of the total bill.

Mr. Smith stated that he is supportive of this as well for moving forward. Open space is something he is interested in and the folks in my ward are interested in. We definitely want to make sure we are pushing forward with this.

Mr. Siciliano stated that he will follow up with Mr. Hatcher to get the process moving forward.

Mr. Burrell stated that he wants to make sure we don't get too close to that deadline.

HOCKEY SCOREBOARD

Mr. Burrell reported that a local business man would like to sponsor and pay for a new scoreboard for hockey rink. We have used this model to improve park scoreboards at community park. It is a good way to improve the parks. Mr. Burrell asked if Council was in favor of moving this forward. Council agreed.

Mr. Burrell asked if a motion is needed.

Ms. Eggers stated that a motion is not needed.

Mr. Burrell thanked the individual and his business for stepping up and helping to improve the community. It definitely goes a long way.

ROUTE 130/DELAWARE RIVER CORRIDOR PLAN ENDORSEMENT

Mr. Burrell stated that there is nothing for us to do with the report at this time. Mr. Hatcher wanted to get it in front of us ahead of anything we need to do. In the future, we will have to pass a Resolution endorsing this report and also establish an advisory committee. The report appears outdated as it talks about a master plan from 2009 and also mentions the Delran Sewerage Authority. There are some redevelopment zones it mentions in town and we should confirm they are still redevelopment zones. Mr. Burrell stated that he asked Mr. Winckowski to reach out to see what is needed from the Township.

Mr. Winckowski stated that he reached out today but it was late in the day. He is confident they will respond as that Department is always helpful. He will wait to hear back from them to get a clear understanding of what the procedure will be to move forward. Hopefully by the next work session meeting he will have additional information. He will work with Mr. Hatcher, Ms. Eggers and the Mayor to make sure we spell out with what we have to do.

REPORTS

Ms. Eggers – No report

Mr. Catrambone – Mr. Catrambone stated that yesterday marked the first 100 days for Councilman Jeney, myself and Council President Burrell in our new roles. Together with the rest of Council I am really proud of what we accomplished so far for the residents and we are just getting started. I would like to take a few minutes to talk about some of the things we've done and what I envision going

forward. We made changes on the website, going through each section, removing outdated information and making the correct information on the web easier to find. The first major piece was the overhaul of the Public Works section and the launch of the recycle coach. Now trash and recycling information is easier to understand and site shows each resident an accurate pick up calendar. It is easy to do and is based on your unique address so you can search for nearly anything that you want to dispose of. It will have an answer that is programmed into the system and it is available on the website as well as on a smart phone if you would like to download the app. If you have done that already and you're an old and steady user of the recycle coach, I would suggest you just put your address in one more time and that will automatically pull up the new information and can even show a my calendar. It is available now and at no cost to the Township or the residents. It is important to me and to Council that everyone in our community get the right answer for their questions and they don't have to go through all the social media sections out there.

Council and myself are trying to be more transparent and informative. As Council President Burrell mentioned the communications committee, it was genuinely successful and we learned more about how to make sure all our residents have access to the information and most importantly that it works the way that is best for them. We learned a lot, I certainly learned a lot about the different perspectives from the various groups and we started implementing the suggestions. I am glad to see that Council approved the plan and that we can move forward.

Another thing, it's a little bit dated now because the weather is so nice but we had several snow storms during this past winter and in addition to getting a firsthand look from the plow driver's perspective, I didn't plow at all but it was certainly a great ride along. I was able to see that some of the snow and other ordinances needed attention. Council has already been working hard to update the snow ordinances and park ordinances and some other Township ordinance that were dated or no longer served the community's best interest, and I applaud you for that. The other thing that is important as we look back, the first responders who are always here and always do a great job. Never more notable then when our police chief retires and the crew moves forward, but they do a great job protecting us.

Mr. Catrambone reported that along with Councilwoman Virginia Parejo and Councilman Marlo Smith they watched the firemen and women train in a live burn situation. They go into a building that has a live fire. To watch them train and coordinate and work as a team is incredible and inspiring. These folks do what they do for us for free is amazing.

So, looking forward, after our first 100 days, Council President Burrell, our Engineer, Superintendent of Public Works, Mr. Hatcher, President of the AA and I reviewed some of the current problems with the ball surrounding the fields. I had several residents reach out about some of the conditions. I just want the folks to understand that we know we have millions of dollars of fields in town and it is going to take just a little bit of time for us to develop a real and proactive plan to address these current field situations. We are doing some Band-Aids right now to get us into the season and through it but we're working on and developing a field maintenance procedure including addressing the flooding problems and turf issues, how to resurface that, and re-groom the artificial field, the buddy ball field and dramatically improve the long-term experience of everyone using those fields. The ballfields being in top condition not only reflects well on the Township but it also benefits a large number of residents

who use them each season. We are going to make sure we do everything we can to keep the fields in the appropriate shape moving forward.

We are starting to look at all the parks and the recreations areas in the Township and their condition. We will be working this Spring with Senator Singleton's office and the Delran Green Team to do some clean ups of parks and recreation areas. This is an opportunity for Delran students to get their community service hours and will give families with younger children more options to get outside and get some fresh air after being cooped for the past year because of the pandemic.

We are continuing to look into increasing commercial redevelopment. As we move forward we are looking at ways to revitalize the sections of town in need. There are some very exciting things that are already in the works but are not yet ready to be announced. When we begin to see empty and vacant commercial properties being utilized again the residents of Delran will be proud of our town and its future. Despite the pandemic, I had an opportunity to meet with many folks some over the phone, some zoom, some face to face, to talk to them about the things that are most important to them in our community. I really enjoy that time and I hope soon we will be able to meet in larger groups. In the meantime, I know if there is anything and that anyone needs in our Delran family I will do everything possible to always be available. I would like to thank Council and our staff for the work they do every day. None of what's happening here would be possible without their consent and hard work. Thank you for supporting all those efforts.

Mr. Siciliano – No report.

Mr. Winckowski – Mr. Winckowski updated Mayor and Council on the sewer repair in front of Barlow. Overnight on Monday, they will be installing the replacement liner. Having it be completed overnight makes it easier to do the work plus the traffic is less and Barlow is closed. Mr. Winckowski stated that he asked Mr. Burrell to table that Resolution earlier because we want to get more quotes on the restoration work. Last Friday, we did have a discussion with Ed Barlow and Jeff Hatcher. We were able to open up their driveway so that it is not much of an urgent need which allows us more time to get quotes from different contractors. We should have something by the next work session asking for authorization for the restoration work that will follow.

Mr. Winckowski reported that notification was sent to the paper today for the Conrow Road restoration and will be receiving bids mid-May. We would hope to award at the June 1st public meeting with construction work starting the Monday after July 4th

Mr. Winckowski reported the Stewart Avenue drainage project will be advertised tomorrow and we will also be receiving bids mid-May.

Mr. Winckowski reported that he had a conference call with PSEG and NJ American Water on Friday afternoon to go over the schedule. NJ AWC has been getting a lot of the mains done. Then PSE&G, NJAWC and our contractor will be hitting that whole area in Ward 1 with paving. Most likely about September/October that work will get done. NJAWC has confirmed they are going to be doing the water main along Notre Dame and they will be sharing in the costs for resurfacing.

The County contractor for the River Drive Trail project has started clearing/grading. They are not going to be stopping until the trail is completed which should be sometime in September/October. They will be out of Delran pretty quickly in about a month or so.

Mr. Winckowski reported that Simon and Schuster requested that their bond be released. They posted a bond about five years ago as part of their warehouse expansion and site plan approval. The bond was required by the Zoning Board because there was a question on whether or not they needed to add additional on-site parking. Everybody parks down at the corner of Front and Brown and the thought was even if they did provide additional parking on the corner by Third and Brown nobody would park there. The board allowed them to post a bond so that after five years if the Township was flooded with complaints about parking, the Township could call in that bond and force them to install a parking lot. Mr. Hatcher has spoken with the Chief and everybody has agreed that there haven't been any real issues with parking and unless Council has any other concerns, we would ask that there be a resolution at the next meeting releasing the bond.

After discussion, Council agreed to release the bond. A Resolution will be on the next meeting for approval.

Mr. Winckowski asked if there were any questions.

Mr. Burrell stated that he is glad we are getting that pipe fixed in front of Barlow and asked if we are concerned about noise during this renovation or repair in the middle of the night?

Mr. Winckowski stated that the closest residence would be down Fairview Blvd. on the opposite side of the Barlow. The nature of the work activity does not include jack hammering or heavy equipment. Thee Route 130 traffic itself would be louder than work. There may be some back up noises from the back hoes but considering the situation and the flows of the sewer, there is a little risk to the noise impacts but more of a reward with safety and getting the job done right.

Mr. Burrell stated that if there was a concern about noise we should notify residents but if Mr. Winckowski doesn't think it's a concern, we are good to go. We want this project completed as soon as possible.

Ms. Parejo – Ms. Parejo reported that Saturday April 24th is DEA National Drug Take back Day from 10 am – 2 pm. You can drop off unused or expired medications at the Delran Police Station.

The Delran Green Team will be collecting on behalf of second chance toys which donates toys back to children and keeps unnecessary plastics out of the landfill. They will have a bin at the Municipal Building in the same location where you would drop off your junk items on the same dates we have our Clean up days which will be held on Thursday April 15, Friday, April 16 and Saturday, April 17, 2021.

Mr. Smith – Mr. Smith reported that he is proud to announce is that he received his second COVID-19 vaccine. In about eleven more days he will be fully vaccinated and completely safe from getting the virus. It was painless aside from a few mild side effects including soreness but got up on Monday

morning and felt like himself. He encouraged any and all residents that may be on the fence to definitely go ahead and sign up for the vaccine.

Yesterday FEMA has opened up a program for folks that had someone pass away from Covid. They are offering some assistance with burial costs. If any resident lost a loved one or knows someone that lost a loved one to Covid, he encouraged them to go to FEMA.gov to find out how to apply for those funds.

Mr. Smith reported that residents now have until May 17th to complete their taxes. Don't wait until the last minute but take advantage of the extra thirty days that you have in order to get your taxes done if you have not done so already.

Mr. Jeney – Mr. Jeney congratulated Chief Parente on his retirement. It was wonderful to join the Mayor and Council along with of course all the police officers and fire fighters with all the lights flashing.

Mr. Lyon – Mr. Lyon reported that he was honored to be a part of the Chief's retirement send off. It was great to see all the officers out there and the affection for the Chief.

Mr. Lyon stated that he was part of a committee, on the Planning Board along with the Mayor and other individuals addressing the master plan. With the new law in New Jersey for the cannabis use we have to put this on the Council's radar. We have to adopt a resolution to get in line with everything moves forward later this summer and into the fall.

Mr. Burrell reported that he did speak with Mr. Platt, the Attorney for the Planning Board. His understanding was the recommendation has to go back to sub-committee because he recommended that you determine what use is to be included in each zone.

Mr. Catrambone stated that he talked to Ms. Eggers and Kathy Phillips, the Planning Board Secretary today. We are working on that and will have in in front of the full board at our next meeting and send it over to Council. Mr. Platt or Mr. Siciliano will draft an ordinance for Council to review and introduce. It leaves the option in Council's hand for the exact locations. It gives Council the opportunity to pick and choose as they wish.

Mr. Siciliano stated that the recommendations will come from the Planning Board. Council will have until August 21st to adopt an ordinance. As Mr. Lyon had alluded to, there are six different classes of cannabis business from growing to retail to micro and they are all defined. Once we have those recommendations, each municipality can institute up to 2% of a local tax. The Cannabis Control Commission had their first meeting/public comments yesterday so this is all brand new and the rules are still being written. There may be challenges or revisions and the only definitive guidance we can give is that Council has until August 21st to adopt an ordinance and we are on track for that.

Mr. Burrell – Mr. Burrell thanked the Communications Committee for their dedication over the last couple of months. They really have moved the Township in the right direction. I just want to thank them for all their help, as it was all volunteers. It couldn't have been done without them.

Mr. Burrell thanked Joe Parento, the former chair of the RAC. Joe has resigned to step back and take a break from some of his commitments. Mr. Parento does more than anyone and hopefully he can sleep a little bit more at night instead of the two hours he normally gets. Mr. Burrell stated that this is a thankless job and he wanted to thank Joe and his wife who also resigned. The RAC elected Colin Rafferty as the new chair. Mr. Burrell congratulated Colin and wished him the best of luck as the RAC continues to do what we do. Hopefully we can have some events in this post pandemic world.

PUBLIC PORTION

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

There were no comments.

Mr. Lyons made a motion to close the public portion, seconded by Mr. Jeney. All were in favor; the motion was approved.

EXECUTIVE SESSION

At this time, Mr. Burrell asked for a motion to adopt Resolution 2021-73 authorizing the executive session.

TOWNSHIP OF DELRAN RESOLUTION 2021-73

AUTHORIZING EXECUTIVE SESSION TO DISCUSS THE FOLLOWING: PERSONNEL MATTER, CONTRACT NEGOTIATIONS-LIEUTENANTS AND CWA EMPLOYEES

WHEREAS, N.J.S.A. 10-4-6 et seq. (Open Public Meeting Act) provides for the exclusion of the public from public meeting for certain reasons; and

WHEREAS, it is necessary to close the work session meeting of February 23, 2021, for the following reason:

1. Contract Negotiations – Lieutenants
2. Contract Negotiations – CWA employees
3. Personnel Matter

NOW, THEREFORE, BE IT RESOLVED that the meeting is closed for the reasons above in accordance with the Open Public Meeting act.

Ms. Parejo made a motion, seconded by Mr. Smith to adopt Resolution 2021-73.

There being no questions, the roll was called.

Mr. Smith, Mr. Jeney, Ms. Parejo, Mr. Lyon and Mr. Burrell voted aye

Ayes: 5

Nays: None

Motion Approved

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

There was no action taken after execution session.

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

Respectfully submitted,

Jamey Eggers, Township Clerk