

**WORK SESSION  
MUNICIPAL BUILDING**

**January 18, 2022  
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 12, 2022 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, Ms. McPeak, Solicitor, Mr. Winckowski, Engineer, and Ms. Eggers, Township Clerk.

**SNOW REMOVAL AGREEMENT WITH BURLINGTON COUNTY**

Mr. Burrell stated this is a standard agreement that we enter in every year so they can handle the roads that we share with them and everyone gets reimbursed. There were no questions from Council. The resolution to approve the agreement will be on for the public meeting in February.

**2022 RECYCLING AND SOLID WASTE AGREEMENT**

Mr. Burrell stated that we do this agreement every year as well. This is in order for us to get rid of our solid waste and work with the county and DEP. There were no questions from Council. The resolution to approve the agreement will be on for the public meeting in February.

**BRINE AGREEMENT WITH MOUNT HOLLY TOWNSHIP**

Mr. Burrell reported that Mt. Holly plans to purchase brine from us. We have done this before with neighboring communities to buy salt. There were no questions from Council.

Ms. Eggers stated that we will send this on to Mt. Holly for review and then once they approve it, Council will approve and the Mayor will execute.

**AUTHORIZATION FOR AERIAL MOSQUITO CONTROL**

Mr. Burrell stated that this is a standard, annual thing that we do with the county. There were no questions from Council.

Ms. Eggers stated that this doesn't require action on the public meeting. It just requires the mayor's signature.

Mr. Burrell mentioned that the county always notifies residents who will be affected by spraying via the county and township websites.

**REQUEST TO WAIVE OPRA FEES**

Ms. Eggers announced that this is a request for a video from the Carli Lloyd event. She was advised, by the Township Solicitor, that the video would have to be sent out so the faces of juveniles in the video could be redacted. The cost of the redaction could be upwards of several hundred dollars. That fee is usually paid by the person submitting the OPRA request however, the requestor is asking for the Township to waive the fees.

Ms. McPeak stated that as far as New Jersey Courts and the Government Records Council goes, no one has been specific about having to redact a minor's faces but there is a heightened concern about releasing a minor's personal identifier information which would include their faces. Ms. McPeak pointed out that waivers such as these are on a case by case basis but if there is the possibility of future waiver requests in terms of redactions, that should play a part in Council's decision to waive.

Mr. Burrell stated that the Attorneys have advised that redacting the video is the best course of action. He explained that the Township handles the fee for the attorney review so the fee waiver would cover the redaction service only. After a brief discussion, Council decided that consistency is most important when considering requests such as these.

Mr. Lyon made a motion, seconded by Mr. Smith not to waive the redaction fees associated with the video footage for OPRA request 21-223.

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

## **REPORTS**

**Ms. Eggers** – No report.

**Mr. Catrambone** – Mr. Catrambone announced that he is sure that nothing was done illegally or unethically when planning and executing the Carli Lloyd event, that he contacted the comptroller's office and the local finance ethics board for the State of New Jersey so that audits can be conducted for the event. He is waiting for responses from both offices.

Mr. Catrambone expressed condolences to a young, Delran man that passed away recently.

**Ms. McPeak** – Ms. McPeak reported The Delran Planning Board professionals contacted the solicitor's office. They would like to amend the ordinance that covers drive thru lanes. There will be an ordinance to amend that by the end of this week or early next week. Mr. Burrell asked if this would be a policy decision for Council. Ms. McPeak stated that there is a portion that is dated and they just want to fill it out a little.

**Mr. Winckowski** – Mr. Winckowski stated that punch lists on the two different road projects will be completed when the weather warms up. They are working on the 2022 road list which will be presented in the near future. He stated that in regards to Ms. Parejo’s email to him regarding the PSE&G schedule for Chester Avenue; they are tying in the new main to the existing main and then there will be a break until spring or early summer when road surfacing will take place. Mr. Burrell stated that in the next couple of meetings, Council will look at a priority list for future road resurfacing in the Township.

**Ms. Parejo** – Ms. Parejo will get back to everyone regarding Chester Avenue as soon as she gets an update from Jim Winckowski.

**Mr. Smith** – With the threat of bad weather, Mr. Smith encouraged residents to take care of neighbors by cleaning off the car or doing small things to help.

**Mr. Jeney** – No report.

**Mr. Lyon** – Mr. Lyon sent condolences to the family of the young person we lost.

Mr. Lyon thanked the Delran Defenders for letting him join their team and raise money for Special Olympics. They participated in a polar bear plunge which raised a lot of money.

**Mr. Burrell** – Mr. Burrell echoed the sentiments of his Council members.

### **PUBLIC PORTION**

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

Ms. Littleton gave her condolences to the child who passed away.

Ms. Littleton expressed confusion regarding the video of the Carli Lloyd event that needs to be redacted. She stated she saw the presentation on the news and doesn’t know why the faces of minors need to be redacted.

Mr. Burrell stated that the news is a media company that has different statutes that govern them than we do. Delran Township’s video of the event is a government record and as such we fall under the umbrella of the OPRA statutes.

Ms. McPeak concurred with Mr. Burrell.

Ms. Littleton asked how a determination would be made between a juvenile and an adult in the video.

Ms. McPeak replied that it is another hurdle we will have to get over before sending it for redaction.

Ms. Littleton asked about the contract for the communications director and why it wasn't on the agenda.

Mr. Burrell explained that it will be discussed in an executive session along with the appointment of an interim administrator since it has to do with contract negotiations. Any action will be taken outside of the executive session.

Ms. Littleton asked why the 2021 contract for the communications director wasn't signed until May.

Mr. Burrell responded that we had to wait for the budget cycle.

Ms. Littleton questioned why seven days after the contract was approved, the communications director was paid \$4,000.

Mr. Catrambone explained that the communications director did start at the beginning of the year but with the understanding that if the contract wasn't awarded, she would be gifting that time to the Township at no charge.

Ms. Littleton questioned an NJSA 56:1-2 document that identified Wendy Mitchell's business. Ms. Littleton compared the signature on the NJSA form to the signature on the contract and they are not similar.

Mr. Burrell stated he will take a look at the paperwork if Ms. Littleton sends it.

Patrick Duff asked Ms. McPeak if she is aware that there were emails sent to news sources by Delran Township that included pictures of children at the Carli Lloyd event. He argued that there is no reason for the video to be redacted when pictures were already shared by the township.

Ms. McPeak explained she can't change what has happened but moving forward the municipality is going to have to abide by OPRA and redact personal identifiers.

Mr. Duff asked for case law on this subject.

Mr. Burrell referenced Doe vs. Poritz, Recorder 142 NJ 1, Page 8, published in 1995 which involved an OPRA request and videos.

Mr. Duff stated that he will be suing Delran Township. He also remarked that while the mayor believes that he did not act unethically regarding the hiring of Go Events for the Carli Lloyd Event, the council president stated that the mayor did act unethically.

Mr. Catrambone responded that the council president stated there was a difference in ethics not that anything was done unethically.

Mr. Duff explained that the reason Delran is not releasing the video is because the event was not successful. Mr. Duff also asked Mr. Burrell about the mayor taking pictures of the Dunphy property.

Mr. Burrell stated he does not know exactly what happened and he isn't going to comment.

Mr. Catrambone explained it was not unethical to take pictures of the property.

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

Mr. Burrell then stressed that while there may have been issues with redacting in the past, moving forward, we have to take the advice of our solicitor's office. It has nothing to do with trying to prevent the video from being released.

### **EXECUTIVE SESSION**

At this time, Mr. Burrell asked for a motion to adopt Resolution 2022-24 authorizing the executive session.

#### **TOWNSHIP OF DELRAN RESOLUTION 2022-24**

#### **AUTHORIZING EXECUTIVE SESSION TO DISCUSS THE FOLLOWING: CONTRACT NEGOTIATIONS – APPOINTMENT OF COMMUNICATIONS DIRECTOR CONTRACT NEGOTIATIONS – APPOINTMENT OF INTERIM BUSINESS ADMINISTRATOR/RECRUITMENT SERVICES**

**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 January 18, 2022 for the following reason:

1. Contract Negotiations – Appointment of Communications Director
2. Contract Negotiations – Appointment of Interim Business Administrator/Recruitment Services

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

Mr. Jeney made a motion, seconded by Mr. Smith to adopt Resolution 2022-24.

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.

Mr. Burrell asked for a motion to approve Resolution 2022-25

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-25**

**APPOINTMENT OF WENDY MITCHELL CONSUTLING AS COMMUNICATIONS  
DIRECTOR**

**WHEREAS**, there exists a need for a Township Communications Director, and

**WHEREAS**, the Mayor and Township Council received requests for proposals for said position and has awarded this contract under a "fair and open process" pursuant to N.J.S.A 19:44A – 2-.5 *et seq* and the Township's local ordinances; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) requires that the Resolution authorizing the award of contracts for "Professional services" and the contract itself must be available for public inspection, and

**WHEREAS**, funds will be certified as allocated in the municipal budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Delran, County of Burlington and State of New Jersey, as follows:

1. The Mayor is hereby authorized and directed to execute an agreement with **Wendy Mitchell Consulting**, 702 Highland Avenue, Palmyra, NJ 08065

2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A.40A:11-5 (1) (a) of the Local Public Contracts Law as a contract awarded for services performed by a person authorized by law to practice a recognized profession.

3. The term of this contract shall be for one-year from January 1, 2022 to December 31, 2022.

4.. The notice of this action shall be printed once in the Burlington County Times.

Mr. Lyon made a motion, seconded by Ms. Parejo to adopt Resolution 2022-25.

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. Burrell asked for a motion to approve Resolution 2022-26

**TOWNSHIP OF DELRAN  
RESOLUTION 2022-26**

**AWARDING CONTRACT FOR INTERIM BUSINESS ADMINISTRATOR  
AND RECRUITMENT SERVICES TO GOVERNMENT STRATEGY GROUP**

**WHEREAS**, there exists a need for an Interim Business Administrator and Recruitment Services, and

**WHEREAS**, the Mayor and Township Council received requests for proposals for said position and has awarded this contract under a "fair and open process" pursuant to N.J.S.A 19:44A – 2-.5 *et seq* and the Township's local ordinances; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) requires that the Resolution authorizing the award of contracts for "Professional services" and the contract itself must be available for public inspection, and

**WHEREAS**, funds will be certified as allocated in the municipal budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Delran, County of Burlington and State of New Jersey, as follows:

1. The Mayor is hereby authorized and directed to execute an agreement with **Government Strategy Group**, 450 Shrewsbury Plaza #330, Shrewsbury, NJ, 07702.
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A.40A:11-5 (1) (a) of the Local Public Contracts Law as a contract awarded for services performed by a person authorized by law to practice a recognized profession.
3. The term of this contract shall be for six-month period from date of appointment of Interim Business Administrator.
- 4.. The notice of this action shall be printed once in the Burlington County Times.

Mr. Jeney made a motion, seconded by Mr. Smith to adopt Resolution 2022-26.

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. 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