

**BOROUGH OF BARRINGTON**  
**CAUCUS MINUTES, MONDAY, DECEMBER 10, 2013**

Mayor Klaus called the meeting to order at 6:35pm with the reading of the Sunshine Statement. The Mayor then led the group in the Pledge of Allegiance. The Clerk called roll with the following present: Council President Popiolek, Councilwoman Bergeron, Councilman DelVecchio, Councilman Ludwig, Councilwoman Nicholson and Councilman Robenolt. Also present were CFO Denise Moules, Eileen Holcombe, Secretary to Mayor and Council, Greg Evans, Borough Engineer. Solicitor Tim Higgins arrived at 7:45pm.

Also in attendance were Police Chief Roberts from the and Fire Chief Sutch.

**First Public Portion**—on a motion by Council President Popiolek second by Councilwoman Bergeron, the public portion of the meeting was opened.

Mayor Klaus asked if there is any public comment. Seeing none, on a motion by Council President Popiolek, second by Councilwoman Bergeron, the public portion of the meeting was closed.

**Engineer:**

Mayor Klaus called for the engineer to give his report. Greg Evans reviewed the monthly report and specifically reported on the following items.

Action items for approval at Council:

Change Order No. 2 for the Beaver Drive project.

Review of engineer's report:

◆NJDOT application—anticipate announcement by January 31, 2014.

◆Year 35 CDBG program—we purchased the bus for approximately \$15,000 and there is about \$10,000 left for the VFW Senior Center improvements. We would recommend using the funds for the remaining items from our July 10, 2012, study including handicapped parking line striping, sidewalk removal and replacement and the railing at the entrance ramp.

◆Curb Ramp improvement program—we are compiling the additional costs for the solicitor. The contractor is done except for punchlist items which will be done when weather permits.

◆Streetscape Project—we met last Wednesday with DOT and the borough needs to develop policies and procedures for administering federal projects. That process will take about six months to complete. Kirk asked if it will apply to state projects also and Greg said that for now it is just federal projects but probably will include state projects in the future. Kirk explained that means that for construction projects in the future we will have to hire a project manager. Greg responded that is something we will have to RFP's for and it will be part of the policies and procedures.

◆USDA Sanitary Sewer project—anticipate going to bid in January.

◆Fed Ex parking lot expansion—they requested release of performance bond but there is one punchlist item remaining. We will notify their attorney. Mayor Klaus asked what still needs to be done and Gren said they have to submit a lighting study for approval. Greg said when they are final, he will send a letter showing the amount of the maintenance bond.

◆Drug Free School Zone map—we discussed with Chief Roberts and we will be upgrading to an electronic map. We will be able to submit maps for use by the officers and anticipate completion by the beginning of January. Terry asked if we will have to amend the ordinance and Greg said yes as it will be a revision.

◆White Horse Pike redevelopment—everything seems to be on track for December 20 approval from DOT.

◆Fed Ex traffic signal—anticipate turn-on is January. There were some equipment conflicts and once that is rectified, the signal will be turned on.

◆Greg then stated that we want to thank the governing body for reappointing them for 2014 and look forward to working together in the new year.

Councilman DelVecchio asked Greg if they looked into putting stop sign at Second and Haines. Greg said they did and they did recommend that the ordinance be amended to establish the four-way stop. Terry said we should introduce in January and adopted in February so we are not crossing years.

Seeing no further questions for the engineer, Greg Evans left the meeting.

#### **Administration: Terry reported on the following**

◆Meeting schedule and Reorg—the resolution authorizing Reorg to be January 5 will be on the agenda. I assume it is still 2pm. Also, attached is the preliminary meeting schedule for 2014. Would you want to consider starting caucus at 6pm rather than 6:30? The governing body agreed that Reorg will remain at 2pm and yes, they would like to move caucus to 6pm for 2014.

◆Deer Carcass Removal Program—as discussed previously, we had a resident who had a dead deer in his backyard and he was looking for help to get it removed. I had contacted four different vendors for cost estimates and the costs ranged from \$250-\$495. If we used the vendor the County contracts with, they will charge \$65. We can also use their services for deer carcasses in roadways but the fact that they will remove from resident properties provides a great resource that we can provide to our residents. We just need to approve a resolution authorizing participation in the County's contract. There is no cost to us unless we use the services. The governing body agreed and authorized the resolution to be on the agenda.

◆Fair and Open for Professional Appointments—deadline for submissions was extended to December 13. The Courier Post called on Monday after Thanksgiving to report they never ran the corresponding notice. After the proposals have been opened, I will list submittals on spreadsheet and email to everyone. These appointments are made at Reorg.

◆Change in phone service providers—I obtained proposals from two phone vendors for new service. One was Broadview (who currently has the state contract) and the other was Spectrotel. Spectrotel was considerably less than Broadview (who could not even beat our current pricing). By making the switch, we will save about \$120 per month (\$1440 per year). A resolution authorizing the change will be on the agenda.

◆Change in Corporate Structure—was filed by the new corporate owners of PZ's (formerly Dante's). The new owner bought the corporate stock so no person-to-person transfer needs to be filed—just a change in corporate structure. The new owner (who owns 100% of the stock) does need a background check and he has already been in for fingerprinting. The new T/A name is Time Out Sports Bar & Grill. We take no action on this change—only if there is a problem with the background check.

## **Council Agenda Review: Terry reviewed the following**

Ordinances for adoption—

- ◆Ord. 1013, Salary Ordinance for PBA Union Personnel
- ◆Ord. 1014, Salary Ordinance for AFSCME Union Personnel
- ◆Ord. 1015, Adding Article III, Maintenance of Vacant Properties, to Chapter 95, Property Maint.

Resolutions—

- ◆Setting the Date for Reorg
- ◆Change Order No. 2—Beaver Drive Project
- ◆Authorizing Participation in County Deer Carcass Removal Program
- ◆Refund of Taxes
- ◆Certifying Property Maintenance Liens on 226 Highland Avenue
- ◆Authorizing Budget Cancellations
- ◆Authorizing Budget Transfers
- ◆Authorizing Modification Agreement with DOT for Streetscape Phases 2 & 3
- ◆Authorizing Agreement to Renew Membership in the Camden County JIF
- ◆Authorizing 2013 Purchases from State Contract Vendors
- ◆Authorizing Payment to Runnemedede for Beaver Brook Alliance Purchase (Chief Sutch explained that this is for our portion of a grant match that the Alliance applied for with Runnemedede as the lead agency. We are getting new Scott air packs and this will cover our portion of the required grant match.)
- ◆Approving the December Bill List

Terry explained there will be an additional resolution authorizing an emergency repair to the jet-vac. Mike sent the jet-vac to our vendor and they have already invested over \$7000 in mechanic costs to dismantle and determine what the problem is. The total repair is over \$34,000. Normally we would obtain quotes but because we are already into this by more than \$7000, we need to let this vendor finish the repairs. We are going to do as an emergency as we need to get the jet-vac repaired and back in service as quickly as possible.

There will also be a motion to approve St. Rita's bingo license.

Denise reported she will have a resolution for the agenda—to cancel a grant balance from last year for the Drug Alliance match.

## **Finance: Denise reported on the following items**

Denise reviewed the standard monthly reports including budget status and bank balances. All control accounts are looking good. We have some accounts that are showing over-expenditures but this will be cleaned up through the transfer resolution.

She also attached the final report showing court revenues and police overtime. We collected just over \$81,137 in court revenue so that is the amount we can anticipate next year. It was a shortfall of \$6400.

## **► COUNCIL REPORTS**

Councilwoman Nicholson asked when we will be paying Runnemedede for the bus. Denise said we have been authorized to spend the CDBG funds so she just needs an invoice. She will make sure it gets done on the next bill list.

Councilman Ludwig reported that we had a tentative agreement with AFSCME and now they are claiming they are submitting another proposal. We thought we had a good agreement and anything they submit now won't necessarily be considered. Our offer was pretty fair up until this point so we will wait and see what they submit.

He then reported that snow removal is going well. He got positive emails from residents.

Councilman Robenolt reported that the Green Team had a county representative at the last meeting. He is going to help us get on track and apply for a \$2000 grant. Terry asked if he wants to include the resolution to apply for that grant on the council agenda and Wayne said yes. We will be meeting the third Tuesday after the Shade Tree meeting on December 17 following council.

Councilman DelVecchio stated that his report will be for closed session.

Councilwoman Bergeron reported that she and Patti attended the convention and they were approached by one of the engineering companies, T&M, who said there is a way we can save money on electricity by purchasing as a town. The town purchases the electricity and the residents have to go with the same company and they will realize significant savings. Residents would automatically be in the program unless they opt-out. She heard Pennsauken will be doing this soon and Denise said they made a presentation to Merchantville. The rate varies dependent on the size of the town so it may be better for smaller towns to partner with other towns. There was also a concern that because you are locked into the one-year rate, if PSE&G rates go down, the residents are stuck in the contract. She said it sounds good but it needs to be looked at further. Terry explained that we are already under contract through the SEM and are purchasing energy through public auction. We have been saving on average 15% on the rates. We just opened bids today. Mayor Klaus suggested that Maureen look into further if she is interested. Wayne said there was an email going around warning people to watch out for these programs. Kirk said there is a concern about these programs for residents who need to go on payment plans.

Maureen then said the TNR program is moving forward. Terry said we did our first round of trapping and neutering and did about ten animals. Dawn and Jackie on the TNR committee were successful in getting all the kittens adopted. The rest were released. The TNR group will continue to feed in the area behind the Willows where the colony is living. We already put shelters out for the ferals and they have been using them. The program appears as though it is going to be successful.

Council President Popiolek reported that White Horse Pike is moving along and we anticipate getting the approvals by December 20. He then reported he was approached by Kristy about changing the tax office hours from 9-5 to 8:30-4:30. From what she has seen, we have more traffic in the morning than in the afternoon and we would be able to accommodate more people. This would eliminate the closing early on Fridays. This also gets the staff out of here a little earlier on court night. Patti asked if we can move forward with online payments for taxes and sewer. Mayor Klaus asked Denise to explore what would be involved in offering an online payment system. After some discussion, it was determined that we would try the change in hours for a six-month trial and see how it goes. Kirk said we will include a resolution for Reorg.

Mayor Klaus asked if there are any questions for Kirk and Chief Roberts asked that the police department be considered first to conduct an exercise at BokBok prior to demolition and Kirk said that would not be a problem.

Mayor Klaus then reported that the senior luncheon is this Friday. The borough luncheon is December 17. He then reported that John Z is going out for knee surgery and he asked Terry how his work will be covered. Terry responded that she spoke to John and he will be providing his own coverage. Only if

he is going to be out for more than the proposed five weeks will we need to appoint someone in the interim.

On a motion by Councilman DeVecchio, second by Councilwoman Nicholson, the meeting was adjourned to closed session at 7:35pm.

Approved: *Terry Shannon*  
Terry Shannon, Clerk/RMC