

BOROUGH OF BARRINGTON
CAUCUS MINUTES, MONDAY, JULY 2, 2013

Mayor Klaus called the meeting to order at 6:30pm 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, Councilwoman Nicholson, Councilman Ludwig and Councilman Robenolt. Also present were CFO Denise Moules, Eileen Holcombe, Secretary to Mayor and Council, Greg Evans, Borough Engineer and Tim Higgins Solicitor.

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

Mayor Klaus asked if there is any public comment. Seeing none, on a motion by Councilman DelVecchio, second by Councilwoman Nicholson, 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. A copy of the engineer's report will be included with these minutes.

Action items:

Resolution for safety improvements at Highland Avenue. County requested stating that borough would be responsible for maintenance.

Received bids today for Beaver Drive improvements. Five bids received. Recommend award to Perna Construction contingent upon review by the solicitor.

We will be receiving bids for curb ramp project (formed LGP project). We will make recommendation in time for award at council meeting. Terry asked if this project will cost us money or if we heard from bonding company. Solicitor Tim Higgins responded that we would be suing bonding company for all costs incurred in additional to cost for professionals.

Page 2, Item 4—received \$539,000 in Streetscape funds for Clements Bridge Road, Phase 4. As soon as ordinance is adopted, we will commence with the project.

Page 2, Item 6—Hidden Ponds pump station, the auto dialer was installed but is not functional yet. Mike will check with contractor tomorrow. We are waiting for contractor to install new trash basket.

Page 4, Item 11—pedestrian safety improvements on Highland Avenue, we need to pass the resolution as discussed. Project is out to bid. Mayor Klaus asked how much is the estimate and Greg responded around \$85,000.

Page 5, Item 17—headwall damage 1225 Oakwood Road, Mike got a call from the swim club. Owner on Oakwood had trees removed and contractor dropped a tree on the headwall and it needs to be replaced. Tim said we are going to go ahead and replace and Mike has the insurance information for both the homeowner and the contractor.

Old Business—White Horse Pike Redevelopment—it appears the DOT is getting a lot of pressure to get us the approvals.

Page 6, Environmental Remediation—Terry said we received revised proposals but they are all the same. She needs to discuss with Scott.

Item 3—Beaverbrook drainage—Mayor recently received a complaint from Glenn King at 208 Shreve as to status of bank erosion. Has been eroding over the years. Mike and I performed an investigation and we cannot confirm there is a significant in the amount of erosion, partially because of the amount of vegetation. We think Mr. King is getting a permit for an addition and he has become more aware of the situation and wanted to get it back on the borough's radar. We will continue to monitor the situation and will take a look at it again in the winter when the vegetation is gone. Mayor Klaus said Mr. King built a bridge on his property to cross the creek but the erosion is causing him problems.

USDA project—we are revising the plans as required. Tim added the taking of the Samost easement will be final soon.

Administration: Terry reported on the following

Special Elections—the special primary election for Senator Lautenberg's seat is set for August 13. That would be the normal day for our August council meeting. We need to move the meeting to either Monday or Wednesday. Wednesday is not a court day so either day is an option. We need to decide which you prefer so I can make the proper notifications. The October general election is the 16th. That would have been a court day so Karen has been notified. The consensus of the group was that we move the meeting to Wednesday, August 14 at 6pm.

Medicare Advantage enrollment—after the last council meeting, the Mayor and I met with four retirees who expressed their concerns in some of the language that was included in the letter that was sent out by PERMA. Specifically, they were concerned about one paragraph that gave the impression that if we ever terminate this program, they will no longer have benefits. I asked Tim to prepare a letter that would go to all retirees assuring them that if the Medicare Advantage program were to terminate, they would just come back into our benefit plan. Their letter put them at ease after they received it they have all enrolled. This new benefit plan will actually provide better benefits than they had previously.

Fireworks—all the paperwork for the fireworks is complete. I received the certificate of insurance from the JIF and have forwarded same to Sam Dutkin at the Board of Education. Our facility use forms for the Summer Rec Program (Avon) and Woodland (fireworks) have both been approved.

Action items—we have two action items for this agenda. We need to approve two resolutions—one approving the July 4 contracts and the other authorizing a closed session to discuss attorney/client privileged litigation (contract discussion).

Council agenda review: Terry reviewed the following items that will be on the agenda

Ordinances for public hearing and adoption—

- Ord. 1005 Amending Chapter 58 Fees (hall rental fees)
- Ord. 1007 Approving Acquisition of an Easement Over Land Owned by Medford Village East Associates, LLC

Terry then reported that Ordinance 1006, the 2013 Capital Bond Ordinance, cannot be adopted until August. I screwed-up when I placed my legal notices and forgot one was a bond ordinance which requires ten day notice.

Resolutions—

- Resolution for Pedestrian Safety Improvements on Highland Avenue
- Approving the July Bill List

Awarding a Contract for the Beaver Drive Curb Ramp Improvements
Adding and Deleting 2012 and 2013 Tax Exemptions
Approving a Shared Service Agreement with Runnemedede (Deputy Registrar Services)

There is also a potential property maintenance lien for a property at 269 Lott Avenue and for award of the curb ramp project if the bids come in okay.

Kirk added that the County wants us to adopt a traffic control ordinance for Third Avenue as part of the Hill project. Tim said he will have the ordinance over to us on Monday.

Councilman DelVecchio asked if not adopting the capital ordinance will affect the purchase of the police vehicle. Denise said the vehicle came in a lot faster than expected. It will not hold up anything other than we have to wait another month to pay Mall Chevrolet. She will call them to make sure it is not a problem. If it is, we can always hold a special meeting.

Councilman DelVecchio asked Terry to talk about the proclamation for Dave Uron. Chief Eisenhardt wants to present a proclamation to Dave because he saved a man while on vacation by administering the Heimlich maneuver. The proclamation will be on the agenda.

At this time, Mayor Klaus asked for a motion to approve the following resolutions:

7-2013-69 Authorizing Various Contracts Relative to the July 4 Celebration
7-2013-70 Authorizing a Closed Session to Discuss Attorney/Client Privileged Matter

On a motion by Council President Popiolek, second by Councilwoman Bergeron, the resolutions were approved with the following poll vote: Popiolek-yes; Bergeron-yes; DelVecchio-yes; Nicholson-yes; Ludwig-yes; Robenolt-yes.

Finance: Denise reported on the following items

Denise reviewed the standard monthly financial reports and bank balances. We did get a letter from First Colonial that as of July 1, the interest rate went down to .03%. Regarding budget expenditures, all controls are within limits. Police overtime report is attached. So far this year there have been 39.5 hours paid to the court officer. For the next six months, court will have to collect about \$7600 each month in order to achieve what was budgeted. The final page of the report shows the first and second quarters comp time. The total if they got paid today would be \$11,481 and change. This is about what was paid out last year so hopefully it will remain the same.

Councilman DelVecchio asked why the police overtime report is always singled out. Denise answered that historically there has been a challenge with the amount of overtime as it relates to court revenue. Councilwoman Bergeron added that we had prior years where police overtime was a problem so we requested these reports. Councilman Popiolek added that one year they went over budget by \$100,000. Councilman DelVecchio added he would like to see other revenue reported, such as construction and permits. Denise added that the construction revenue does not impact the budget as they generate enough revenue to cover the expenses. She does monthly reports for both the construction trust and the fire alliance. She can start attaching those reports as well. Kirk added that it does appear we are singling out one department so it would be a good idea to attached the reports from the other departments as well.

Terry left the meeting at 7:10 to attend another meeting.

► COUNCIL REPORTS

Council President reported on the following:

White Horse Pike—I blew my lid and had a very strong conversation with the DOT in June regarding a letter we received from the Commissioner to Congressman Andrews telling us that everything is fine. The Congressman has made numerous attempts to set-up a meeting. They claim they only have four people working there now. If we want a meeting-it will be mid-August. Kirk told them we don't want a meeting-we want approvals. We have been waiting for five years and there is five million of taxpayer funds tied up in this project. We even have our approvals from DEP. DOT is the only hold-up. The redeveloper has been waiting for an accounting of the escrow funds but has decided to go ahead and pay them. Kirk said his next letter will be to the Lieutenant Governor, who is in charge of redevelopment projects.

The declaration of taking for the Duckery property is going to be filed. We received notice that the commissioner's hearing has been scheduled. We want the fire company to hold any drills there before we demolish.

Rich Hill apartment project—Phil and I met with Rich last week to discuss lack of progress. He has his review from the County. He has a short punch list to complete for them and we need to adopt the traffic ordinance. Once he has approvals, his bank will approve the funding. He is working on clearing the property and he will continue to get citations from John Z until the property is acceptable.

There was an ad placed in Barrington on Track for participation in the 9/11 Memorial. The Community Development committee will handle for now until we have a full committee established.

I met with two representatives from Ryan Homes. They are looking for areas where they could fill-in with town homes. I suggested the Roadhouse property and they said they would take a look at it. They currently have the Cooper Towne project in Somerdale and another project in Clementon.

Regarding the shared service agreement with Eileen, Runnemedede has asked if Eileen could cover as their Deputy Registrar of Vital Statistics. Joyce Pinto, their Registrar, has about 40 days per year in vacation. They would like to hire Eileen as the Deputy. It would just be primarily for death certificates. We told them we could do for \$150 per quarter. Eileen would get \$125 and we get \$25. It wouldn't disrupt anything here or take anyone out of the office. Resolution to approve will be on the agenda.

Councilwoman Bergeron reported on the following:

Barrington Seniors are having movie night on July 11 at 6pm.

Young at Hearts have Diane Powell from Sen-Han as a guest speaker so she can clear up myths about transportation issues.

I received three emails from residents who are interested in the TNR Program. I will be setting up an initial meeting.

Barb Willson reported she heard a rumor that Heights may be selling an ambulance and she will look into further.

I still think Patti should get a stipend for her work on the VFW rentals. She gets called out to open the VFW and it interferes with her life so she should get a stipend.

Mayor Klaus asked what everyone thinks and Councilman Popiolek asked how much it would be. No one had a problem with the suggestion and the amount will be determined based on the revenue received. Denise said she would email the information to everyone tomorrow.

Councilman DelVecchio reported on the following:

Public Safety committee meeting next week to discuss future of police department.

Police contract negotiations—Tim have you heard anything on the contract? Tim said he has heard nothing. They have to file for mediation.

Everyone knows Joe is retiring at the end of the month. He did submit an official letter or retirement.

For the fireworks—police will be down at Clements Bridge and Atlantic no later than 5:30pm. Joe will be on hand and I will be in command post area. All Public Safety departments will be represented.

I attended the Emergency Management radio event. It was a pretty cool event. It was amazing the countries they were talking to on the radios. Jim told him that we should consider attaching a generator to the gas pumps at Public Works. If we lost power, we would not be able to pump gas to fuel rescue vehicles. He asked Councilman Ludwig to look into. Jim's people are certified to make the connections. Bellmawr purchased a few great emergency generators that could be used at the schools if necessary. They are under \$100,000. I would like to at least look into as possible future capital purchases. Councilman Robenolt asked if we do business with Comcast. They are in the process of upgrading all of their generators. There is nothing wrong with the ones they are taking out of service. Rich Nasuti is a VP at Comcast. Mayor Klaus asked Wayne to look into further. Shawn said he would discuss with Mike the possibility of adding a generator to the fuel pumps.

Councilwoman Nicholson reported on the following:

Patti yielded some time to Kirk so he could add one item. Phil Rowan approached him about having a Barrington night on the Battleship. Some other towns have already done it. It is a great way to get employees together to have a nice evening out and have a tour of the Battleship. If there is any interest in doing that, they are very eager to get something together. Phil's daughter would handle advertising. After some more discussion, it was determined that we would look at a Thursday evening. Kirk said he will speak to Phil again in more detail and try to arrange an event.

Patti reported that Bob will be sorting out the parade participants. Wayne will have the map ready and Maureen will distribute the checks. I will be at the Cleaners handling the Bike Parade. We have to decide if we are a go tomorrow. The forecast is for 40% chance of rain. We can't wait until 1pm tomorrow to decide. The fireworks will be set-up by noon. Bob Del said they only put down the canisters. Wayne said he believes once they setup the racks, they are a go. Patti said we need to decide when we want to make the call. Please let me know in the morning what you want to do. Mayor said lets go unless the forecast changes. Patti then asked if we would want to move the parade to Friday as well if we have to call it. After some more discussion, it was determined we would just go forward with everything rain or shine.

Bellmawr did contact us and they would like to give us \$1000 next year towards the fireworks as well. They would like to make it a three town celebration. They would like to offer support staff to help as well to help manage the event.

Summer Red—60 kids signed up. We met with Tony Arcodia and his group. The PBA wants to offer a free Summer Rec program for kids who cannot afford it. This will be the last year we will run the program. The schools will run it through the Just Kids program which is through Archway. They get

state funding, can provide free lunches and free services which we cannot. I am meeting with a woman from the program to discuss the details. For this year, we are ready to go Monday and are fully staffed.

Shop Rite sent an invitation to join them for lunch next Friday and Maureen will be attending with me.

Harvest Fest met last night. It will fall under Barrington Civic Association Harvest Fest committee for this year. Next year, we will start a Barrington Celebrations Committee which will only run the Harvest Fest but the funds raised will be used for other events/organizations in town.

Councilman Ludwig reported on the following:

Planning and Zoning had a three minute meeting the other night. There was nothing on the agenda and the meeting went very quickly.

Public Works—need to discuss some personnel issues regarding Hidden Ponds. Also, Michael Broome has been working here full time without benefits. Mike Ciocco believes he needs him down there. We need to give him benefits because he is working full-time hours. Kirk said we did not budget for him. Denise said we would need to do an emergency appropriation. He is single so it would only be about \$7000. Denise said she would look at the budget to see if we can squeeze it so we don't have to do an emergency. Maureen suggested we approve a resolution defining the seasonal dates so this does not happen again. Shawn said he would take responsibility for this and we will correct it and move forward.

I spoke with Terry regarding Greg being acting foreman until Labor Day. He will get \$3.00 per hour additional. The savings in payroll is about \$6000 so there are more than enough funds to cover this. It will be effective July 1 until Labor Day. Mike will also be adding a part-time seasonal employee to cover until Labor Day.

August 7 will be the first meeting with AFSCME to discuss the contract. I will be meeting with the Committee and Terry prior to clean-up some language.

I intend to start meeting monthly with Mike and Ken and the committee so we can stay on top of what is going on.

Barrington Police has a Facebook page. It is not really a Borough page—it is a personal page for the police department. It should be made an official page of the Borough so it provides valuable information. The concern is that if it is not updated regularly and is stale, it is a reflection on us. Borough residents will wonder why there is nothing up there. Tim said if it is under Barrington Police, it should be treated as an official page. The committee needs to review the page to see if it meets the borough standards. Councilman DelVecchio said he will discuss it next week in the Public Safety meeting. Tim said if they want to attach our name to it, it needs to be maintained properly. If not, they need to attach their own name to it.

Councilman DelVecchio asked Shawn if DPW can run electric to the new tree at the point across from Borough Hall. We planned to make that the town tree for holiday lights. Mayor Klaus said he does not think the tree is strong enough yet to hold lights. Shawn said he will ask Mike to look into it.

Councilman Robenolt reported on the following:

Judicial—funds have been encumbered for the new court recorder and the metal detector. We will figure out how we will pay for staffing the metal detector later.

We were here for another Green Team meeting last night and Ken Willson and Don Kennedy were both here and there was no meeting. Shawn said it was completely his fault. Wayne said Mr. Kennedy brought up that they are short members for the Shade Tree Committee. Wayne said he wondered if that causes a problem with their authority and he will follow-up with Terry.

Mayor Klaus asked for a motion to open the public portion of the meeting. On a motion by Council President Popiolek, second by Councilwoman Bergeron, the public portion was opened. Seeing no public, on a motion by Councilwoman Nicholson, second by Council President Popiolek, the public portion was closed.

Seeing no further business, on a motion by Councilwoman Nicholson, second by Councilman Robenolt, the caucus meeting was adjourned to closed session at 8:25pm.

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