

BOROUGH OF BARRINGTON
CAUCUS MINUTES, TUESDAY, FEBRUARY 4, 2014

Mayor Klaus called the meeting to order at 6:02pm 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 Nicholson and Councilman Robenolt. Councilwoman Bergeron, Councilman DelVecchio and Councilman Ludwig were absent. Also present were CFO Denise Moules, Eileen Holcombe, Secretary to Mayor and Council and Clerk Terry Shannon, Solicitor Tim Higgins and Engineer Greg Evans.

Also in attendance was Ambulance Chief Barb Willson.

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

Seeing no public comment, on a motion by Councilman Robenolt, second by Council President Popiolek, the public portion of the meeting was closed.

Engineer: Greg Evans reported on the following

Action items:

We received two quotes for the removal of architectural barriers at the VFW senior center and they recommend an award to Bud Concrete in the amount of \$6,950.00. The governing body agreed.

We need a resolution to approve a deviation from the borough curbing standard for the White Horse Pike. Wawa has requested a sloped curb behind the store and that requires an approved deviation. The governing body agreed to the deviation.

We need to approve voucher no. 3, final, for the Beaver Drive project.

We need to approve a resolution to release the performance bond for the FedEx parking lot expansion contingent upon their posting the maintenance bond. The governing body agreed to the release.

Report review:

CDBG grant—we provided a sketch for the handicapped parking spots for completion by Public Works. We will be requesting quotes for the entrance ramp and handrail improvements.

Streetscape project—we attended the kickoff meeting with DOT and are working on the policies and procedures. We are drafting a letter for the Mayor to request transfer of remaining funds from prior project for design and construction costs for this project. We will get letter to mayor tomorrow because we did find out that Rob Andrews has submitted his resignation.

2014 Capital program—we reviewed roads with Mike and are developing the program. We got a request through Councilman Ludwig from a resident in the 200 block of Austin requesting curbing and drainage improvements and the mayor got a request from the resident at 129 Moore regarding curbing as well and we will be looking at them for inclusion in the program.

USDA sanitary sewer project—anticipate getting authorization to advertise for bids this month. Mayor received a letter from CCMUA and we did provide a status report as they requested.

Highland Ave and Mercer Drive flashing beacon—Mike Ciocco did inspect and we requested a meeting with the county to discuss some issue and adjust the timing.

1225 Oakwood Road headwall damage—Tim has been working with the homeowner on this. Mike is to provide pricing to Tim for the repairs and Mike will forward to Tim tomorrow.

Drug Free zone map—we submitted the draft map to the Chief and Tim to make sure everything is accordance with the statute. Tim said there is a bill in the legislature to add some things on to the map. We won't hold up our map but there may be revisions in the future. Greg said once it is finalized and approved, it would be adopted by ordinance.

Major Access Permit approval—we did it. We got conditional approval with minor revisions. The DOT is putting the permits together now and we should be getting them soon.

Commerce Drive/East Atlantic traffic signal—anticipate activation this month.

311 Trenton Avenue—Mike Ciocco has been talking with homeowner regarding drainage issues in rear yard. This goes back to the project we did some years ago with a construction plan and easements. Mike is reviewing with homeowner. Mayor Klaus said they are looking for recommendations on how they can solve their drainage problems. He said the ponding is a problem and they have ducks coming in. Hopefully Mike can make recommendations.

Seeing no questions for Greg, the Mayor thanked Greg and his staff for all their work on the White Horse Pike project.

Administration: Terry reported on the following

Auction—the auction was held on January 25 and was very well attended despite the fact that it was bitterly cold. All of our items were sold for a total of \$7712.50 less the auctioneer fee and advertising costs for a net of \$6868.25. We should do a thank you letter to Joe Ciano for his help with the Mayor agreed.

NJDOT kickoff meeting—we held the DOT kickoff meeting last week. In attendance for the borough were Denise, Mike Ciocco, Greg Evans and myself. We went over a tremendous amount of information regarding the extensive federal requirements for grant projects. Greg Evans is working on the policies and procedures manual we are required to maintain for federal projects. Denise and I are working on additional information for the manual and Mike will be responsible for project oversight. I am sure Greg will provide more information. The new federal reporting requirements are huge. Mayor Klaus said the Improvement Authority has individuals who can do project oversight.

Labor contracts—are all final!!! Retro pays have been put through. AFSCME contract is being signed this evening.

Drug and Alcohol policy—a review of our drug and alcohol policy has revealed that it needs to be updated. I obtained a copy of the policy adopted by Bellmawr and it is much more comprehensive than ours. A copy is attached. In addition, the fire company has requested that we adopt language that would be specific to the fire department. The problem is that in New Jersey, volunteers who drive fire trucks are not required to have CDL licenses. They want to be able to do random drug testing on all the members. Jim Burleigh, the chief in Bellmawr, apparently has a very good policy that is specific to firefighters. I have asked Jim to bring us a copy of their policy and we will review with the fire department officials. Once everyone is in agreement, we can adopt the policy and add it to the handbook.

Solicitor badges—we developed a template for photo ID badges that will be worn by door-to-door solicitors. We are about to issue our first one as we recently approved a solicitor who will be selling deregulated energy. A copy of what the badge will look like is attached. I will be putting an article in Barrington on Track calling attention to this and informing residents that if anyone knocks on their door and does not have a badge, they are to call the police.

Rabies clinic—the rabies clinic has been tentatively scheduled for Saturday, March 15. License renewal letters will be going out starting next week.

Change in corporate structure—the Old Rail filed a change in corporate structure. Apparently Bill Mathis bought out his former wife, Mary, of her half ownership. I spoke to the attorney and another change in corporate structure will be filed shortly as Bill is selling a portion of the ownership to a new partner. A background check will have to be performed on the new partner once the paperwork is received.

Council Agenda Review:

Ordinance for public hearing and adoption—

Ord. 1016, Amending Chapter 120, Vehicles and Traffic (four way stop at Second and Haines)

Resolutions—

Accept quote from Bud Concrete for VFW Architectural Barrier Removal

Accept deviation from borough curbing standard

Release of the FedEx performance bond

Authorizing execution of property access request from MOTIVA

February 2014 Bill List

Denise added a resolution for the Drug Alliance grant and one to cancel a grant balance from last year.

Finance: Denise reported on the following items

Denise reviewed the standard monthly reports including budget status and bank balances. Budget overall is in good shape—a couple of lines are over-expended because of the way bills come in but the overall is fine. Police overtime has changed because of court security pay in the new contract.

The budget information we sent to the department heads. We are looking at the beginning of March to have meetings with Finance.

The annual financial statements were done by Bowman. Report will be sent to the state tomorrow. There is \$300,000 in surplus which is more than next year. This was due to the clean-up of inter-funds. Sewer surplus is up because of the increase in rates for the USDA debt payments. The auditor was able to handle some of the appeals as prior year so it did not dramatically impact our collection rate for this year.

Online payments—I sent an email to Edmunds to ask for pricing relief but have not heard back yet.

The shared service agreements for Kristy and I for Merchantville will be on the agenda next week. Terry added that the Mt. Ephraim agreement will also be on for approval.

Denise then reported that based on the annual financial statement, we have a \$200,000 shortfall in revenue because of the appeals. Fees and permits were down, interest dropped and fines from court

were down. We still have to look at appropriations and levy CAP but I just wanted you to understand that we are already looking at a significant deficit in revenue.

► COUNCIL REPORTS

◆Councilman Robenolt reported on the following:

Green Team meeting was canceled because of weather. Terry did get our grant application submitted on time. We will wait to see if we are successful.

We are working on Dave Roberts' contract and will meet after Maureen returns from vacation.

Fire company election for chief will be this coming Monday night.

◆Councilwoman Nicholson reported on the following:

Little League having issues with electric bills. Terry is going to see if they can be moved to the SEM.

We will be meeting with Soccer regarding Deerr Field. We need to update the lease agreements. They have issues with their electric bills because they continue to get them even though the facility is not used from November through February.

Opening day for baseball is April 5 and April 12 for softball.

VFW—new energy efficient lighting was installed in addition to new exit signs. New sensors were installed so you don't have to turn the lights on at the panel anymore. There is an open house tomorrow night for potential renters and I already have appointments set-up. February 24 and 25 there is a blood drive in the VFW hosted by Wawa.

Open Space grant—we will be applying for Wish Upon a Star playground. Terry added we will probably apply over a period of years until we can complete the renovations.

Met with Bellmawr about them getting involved with the fireworks in addition to Runnemedede and we will be meeting with them again. Terry added that we need to get quotes for fireworks because the Garden State contract is now done.

Attended the fire installation dinner and it was a very nice event.

It was sad to hear about the passing of Mr. Uron. In his honor, we are thinking about distributing circus peanuts at Summer Nights in his memory. We are also looking into possibly a stone or a bench for behind borough hall. We also need to do the stone for Harry Vincent.

Recreation Committee has started planning for Barrington Day. The date is May 17, rain date May 18.

Boy Scouts have asked to use borough hall for the Pinewood Derby. Eileen said she will put on the calendar.

◆Council President Popiolek reported on the following:

DOT permit approvals—we have minor revision to make and Shropshire is already working on. Regarding property litigation, one has been resolved. For the car wash property, Tim added we have to refile since we changed the amount of property that we actually need. Victor's has already been settled.

Tim added that regarding Hidden Ponds, they have acknowledged the homeowners association. Regarding maintenance of the pump station, they were able to secure a maintenance agreement for less than the amount quoted by Mike so they have contracted on their own. We are essentially done with them.

Mayor Klaus thanked Council President Popiolek for all of his hard work on the entire White Horse Pike project.

◆Mayor Klaus reported on the following:

February 21, Camden County Mayor's Association reorg dinner. Tickets are \$55. If anyone is interested, please let us know.

New Jersey Conference of Mayors is April 30-May 2.

Seeing no further business to be transacted, on a motion by Council President Popiolek, second by Councilwoman Nicholson, the meeting was adjourned at 7:08pm.

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