

**BOROUGH OF BARRINGTON**  
**CAUCUS MINUTES, TUESDAY, MARCH 4, 2014**

Council President Popiolek called the meeting to order at 6:20pm with the reading of the Sunshine Statement. He then led the group in the Pledge of Allegiance. The Clerk called roll with the following present: Council President Popiolek, Councilwoman Bergeron, Councilman DeVecchio, Councilman Ludwig and Councilman Robenolt. Mayor Klaus arrived at 6:35pm and Councilwoman Nicholson arrived at 6:55pm. Also present were CFO Denise Moules, Eileen Holcombe, Secretary to Mayor and Council, Municipal Clerk Terry Shannon, Solicitor Tim Higgins and Engineer Greg Evans.

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

Seeing no public comment, on a motion by Councilman Ludwig, second by Councilwoman Bergeron, the public portion of the meeting was closed.

**Engineer: Greg Evans reported on the following**

Action items:

We recommend release of the performance bond for FedEx parking lot expansion contingent upon them posting the maintenance bond.

Report review:

DOT applications—anticipate receiving notifications soon.

Year 35 CDBG—a contract was awarded to Bud Concrete for the concrete improvements at the VFW Senior Center and we are going to receive quotes for replacement of the railing to make it ADA compliant. DPW will do line striping and signage. We are also submitting a packet for leftover funds for architectural barrier removals at the front doors and the rest rooms. We will also need to approve a resolution for submission for Year 36 funds. We assumed you would want to continue with improvements at the Senior Center.

Streetscape funding—we are working on policies and procedures and historical information.

2014 Capital program—we are touring roads with Mike after the winter we had. Commerce Drive is in really bad shape. Councilman Ludwig said that Commerce Drive is not built for tractor-trailer traffic. We need to design it to handle the traffic it gets. Filling potholes is a waste of money. Greg said he did discuss with Mike and we are contemplating reaching out to FedEx and the Barrington Business Center to see if they would help. Councilman DeVecchio said when Fiberglas was there, the street was concrete. Greg said they will do core samples to see what is underneath. He added that the weather delayed the traffic signal.

Carpet One—has been in the report for quite a while. Tim notified the developer to complete the improvements—it has been difficult getting anything done with them. Burlington Carpet contacted them this week and they are looking at possibly taking over the improvements.

Camden County Open Space—Round 15 is due March 31. We recommend submitting for additional improvements at the amphitheater. Terry said we decided to submit for Wish Upon a Star Park. Mike is getting costs to do the playground in phases. Greg said he will speak to Mike for more information.

White Horse Pike Redevelopment—the permits from DOT have been received and the Mayor will be endorsing them. Everyone congratulated Kirk on a job well done. Greg said the proposal for environmental was received from the developer and they are going to review. Kirk added that the proposal we got was very high and that by going through the redeveloper, they can get the work done and we will credit them for the cost. We are looking at possibly an April groundbreaking. Wawa should be completed by late summer or early fall.

310 Copley Road—Mike, Terry and I met with Mr. Watson and his mother Mrs. Watson regarding sinkholes on her property. Public Works is going to investigate to determine if storm drainage pipes are causing the problem. Terry added that when the ground thaws, they are going to hand-dig. This should give them an idea as to what the problem is and hopefully prepare a plan for them of how to fix the problem.

This concluded the engineer's report and Greg left the meeting.

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

Drug and Alcohol policy—met this morning with Chief Houck, President Rettinger, Steve DePierri and Jim Weber to review the drug and alcohol policy. We had obtained a copy of the policy in force at the Bellmawr fire department and they all like the policy with a couple of modifications. I still need to meet with Mike Ciocco and Dave Roberts to finalize the primary policy. We are going to draft a complete policy that will be in two parts—the first being primary and the second part being specific to fire department volunteers. These will be ready for your review at the next caucus meeting and hopefully for adoption at the April council meeting.

Solicitor badges—we do have a solicitor who is currently going door-to-door selling deregulated energy. Another batch will be approved shortly as Verizon will be going door-to-door to sell FIOS services. She distributed a copy of the new badges that are being used by approved solicitors. Please tell anyone who asks that if anyone knocks on their door and does not have a solicitor's badge, they should call the police. There will also be an article about this in Barrington on Track.

Rabies clinic—the rabies clinic was this past Saturday and we did a total of 56 animals. To date, we have only issued 130 dog licenses. A second letter will be going out later this March reminding pet owners about the April 30 deadline. Mayor Klaus reported that his dog passed away so we can update our records.

Pre-K offering free eye exams to four year old program—Dr. Marchesani has offered to do free eye exams to the four-year old kids in the Pre-K program and Jessica would like to take him up on this offer. He needs a very dark room and Carol had suggested the kitchen upstairs. I showed the space to Dr. Marchesani today and he said it is perfect. If okay with you, they would like to conduct the eye tests on March 10. The governing body approved.

Barrington Business Center Inspection—Brian visited the BBC along with Tim and our appraiser and they were able to confirm that they are just about 80% occupied. Also, he got an advertising piece wherein they state that they completed 18 million dollars of improvements to the facility. We should be on solid ground to reassess the property. They are currently at 15 million as a result of the last PILOT. Brian will be pursuing this.

Shared Service Agreement with Salem County Improvement Authority—Mike started using Salem County in 2013 for disposal of street sweepings. Their cost is \$8.00 per ton which is the lowest in the area (Pennsauken charges \$39 per ton). They require an annual shared service agreement and the resolution authorizing same will be on the council agenda.

## **Council Agenda Review:**

Ordinance for introduction—

Ord. 1017, to Exceed the Municipal Budget Appropriation Limits and Establish a CAP Bank

Resolutions—

Release of the FedEx performance bond

Authorizing renewal of agreement with MorphoTrak (Police Department fingerprinting equipment)

Authorizing Shared Service Agreement with Salem County Improvement Authority

Temporary Budget resolution

Resolution for Year 36 CDBG funding (continued improvements at VFW Senior Center)

Resolution for Open Space funding (improvements at Wish Upon a Star Playground)

March 2014 Bill List

Terry added that we did not receive a Sustainable Jersey grant. Chris Waldron said it was very competitive this year and they received more applications than ever before.

## **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 and the fact that only 26.25% is in the temporary budget in but the overall is fine and controls are within limits.

The last three pages are the unaudited revenue results for 2013. In comparing last year to this year, revenue was down because of tax appeals. Collections were below what was budgeted because of the appeals. The next page shows the department budget requests for expenditures. These have not been reviewed by department directors yet—they are just the department wish lists. For instance, public works budgeted for all of the storms we had this year. There is a new Local Finance Notice that does allow this to be outside CAP. Healthcare is down because of employee contributions. The total variance of expenditures over last year is 3.2%. Debt service is down because we are going to permanent financing so we don't have a BAN payment. We also paid off the reval deferred charge. The final page is a quick unaudited review of the Levy CAP and the way it is right now, we are \$150,000 over the CAP. This is due primarily to the lost revenue. This is just an overview and we will have to review the details during the budget meetings. Kirk added that this is the roadmap for us to follow during budget review meetings. Brian Schneider is also going to submit a proposal to do a reassessment because of the tax appeals. Denise then said we need to schedule the budget meetings. The plan is to introduce at the April council meeting. After more discussion of various dates and times, Denise said she will finalize the schedule and email everyone.

Regarding online payments, after an email to Edmunds, they agreed to cut the cost in half so we just need to submit a purchase order. This will apply to tax and sewer payments. This will also enable the public to access tax information rather than calling the tax office.

The reimbursements for the bus expenses have been submitted to CDBG.

Terry and I met with Ron Oppermann regarding our computer system. Windows XP is no longer going to be supported by Microsoft after April 8. We were trying to replace computers one or two per year but

because of this, we will need to replace all of the computers running Windows XP. This will mean nine new PC's. We are putting together for the 2014 capital requests.

## **COUNCIL REPORTS**

◆Councilman DeVecchio said he does not have too much to report but he wanted to thank everyone for the well wishes and the cookie tray. He said he still has the pick-line in until next week. He also thanked the office staff for their gift and wishes. What he went through was pretty scary. Thank you to everyone. He also expressed condolences to Mark Swanson from the Retrospect on the loss of his mother.

◆Councilman Robenolt reported on the following:

As Terry reported, we did not get the grant for the Green Team. Our next meeting is the third Tuesday at 7:30. We are assigning the tasks that are required for certification and we are meeting with the school to try and get a green fair off the ground. We are looking for vendors who may want to participate. Phylcia has spoken to Mrs. Pettit who is the advisor for the school.

◆Councilwoman Bergeron reported on the following:

We are looking to purchase the ambulance from Haddon Heights. Tim is waiting for a response from Al Olizi. We are trying to work out the details and it will be part of the ambulance budget. We offered them \$25,000 and part of it would be offset by their annual payment to us for services.

Steve DePierri wants to hire a grant writer to apply for funds to cover a full-time office assistant and an inspector. We will have to make sure that if the grant goes away, so do the positions. Councilman DeVecchio asked if the Alliance was in agreement. Terry said it has not been discussed with the members. Maureen said she got an email from him that said it does not have to go to the Alliance. Bob added that everything has to be approved by the Alliance. Mayor Klaus said perhaps one of the towns has a grant writer. Maureen said she will bring it up to the full Alliance before a final decision is made.

The Public Safety Committee met to discuss Chief Roberts' contract. We will meet one more time and then meet with Dave. The sergeants test was taken and Dave is finalizing the results. They took a written and oral exam that was evaluated by the Chief's Association. Dave has a written score sheet and all three will be evaluated together so he can present the top three candidates.

◆Councilman Ludwig reported on the following:

He thanked Public Works for all the work they did this past winter with all the storms. He spoke to a Haddon Heights guy today to discuss the possibility of jointly purchasing salt. He will discuss further with Mike.

Councilwoman Nicholson asked when potholes will be filled. Shawn said KEI is studying the situation with Commerce Drive to see what the best route to take is for that street. Patti said the potholes on Clements Bridge are really bad. Maureen said the County is working overtime on potholes.

◆Councilwoman Nicholson reported on the following:

Received a couple of emails about the job Public Works did this winter and she will forward to Shawn.

July 4 Grand Marshal—instead of doing a person, I would like to do a family- the McCleerys. Two of the kids are in the fire department and another sister is battling cancer. Shawn asked if anyone else has a suggestion. Mayor Klaus said we have time.

Regarding Memorial Day, the Mayor is going to ask Pat Azzari if he would be our guest speaker this year. He is in his first year with the Coast Guard.

Barrington Day is in full force. The date is May 17. Baseball and Softball are underway and their grand openings have been set—everyone should have received their invitations.

I want to thank our police and EMT's for the fabulous job they did for my neighbor who had a heart attack. She died and they brought her back. She is still in bad shape but our responders were wonderful. They were so thoughtful and have continued to ask about her. Every neighbor said how great they were.

Terry said we have a new resident who bought a house on Kingston Avenue and she is affiliated with Federal Veterans Affairs. She would like to do recognize Barrington for our support of veterans and reservists at the Memorial Day celebration. I will pass the contact information on to Patti.

◆Council President Popiolek reported on the following:

We have the package from the DOT of permits and approvals. The Mayor will sign and we will return to the engineer who will forward to the DOT. This was a long time coming and I want to thank everyone for their work on this. Mayor Klaus said that the work Kirk put into this is a credit to himself and the town. We want to schedule a groundbreaking ceremony for late April and construction will commence in the beginning of May. Wawa should be open by the end of summer or early fall.

Councilman Ludwig and I met with two individuals to fill the plumbing sub-code position along with Councilman Drenzo from Haddon Heights for a shared service. The person the committee picked is a retired official from Evesham Township and he is looking for something part-time. Mayor Klaus asked about salary and Kirk responded it would be the current salary of \$6000 annually. He just wants to check to see how his insurance company will cover him as he will be using his personal vehicle for work. Shawn said Terry is also going to check with the JIF about coverage in that situation where an employee is using their personal vehicle for work. If all right with everyone, we would like the resolution of appointment to be on the agenda. Everyone agreed.

◆Mayor Klaus reported on the following:

He also wanted to thank Public Works for the great job they did this past winter. He apologized for being late tonight—he has new responsibilities regarding the CDBG housing rehabilitation program and has to sell it to the towns. This is federal money where a homeowner, who is low-mod, can apply for funds to renovate their homes and it becomes a lien on the property and is paid back if and when the house sells. They will do health and safety rehabilitation for the home—heating, siding, windows, etc. Eligibility is income based. It allows people who cannot afford to rehabilitate their home to get the work done through a no-interest loan that is paid off at the time the house sells in the future. We will be getting brochures for the front desk.

Terry said we have one litigation for closed session. On a motion by Councilwoman Nicholson, second by Councilwoman Bergeron, the meeting was adjourned to closed session.

Tim Higgins reported we were served with a lawsuit from the Rabinowitz'. They are claiming that the tax foreclosure that was done in 1999 was not done properly and only referenced lot 6.03 and not 6.02 and 6.04. He has been in touch with John Kearney to get his files on the matter so it can be vigorously

defended. We have a very strong case. Terry explained that 6.03 was the primary lot and 6.02 and 6.04 were subordinate lots and they were never billed separately. All billing was done through 6.03 and when you pull-up the record in the tax system, it lists the other two lots as additional lots. It was always billed as 6.03. We should be able to get this dismissed. Tim said it still has to go through the normal process. He feels very strongly that we are going to win.

Seeing no further business to be transacted, on a motion by Councilman Ludwig, second by Councilwoman Nicholson, the caucus meeting was reconvened and adjourned at 8:17pm.

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