

BOROUGH OF BARRINGTON
CAUCUS MINUTES, MONDAY, AUGUST 5, 2014

Council President Popiolek called the meeting to order at 6:00pm 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 Kirk Popiolek, Councilwoman Maureen Bergeron, Councilman Wayne Robenolt and Councilman Shawn Ludwig. Councilman DeVecchio and Councilwoman Nicholson were absent. Also present were CFO Denise Moules, Eileen Holcombe, Secretary to Mayor and Council, Municipal Clerk Terry Shannon, Solicitor Tim Higgins and Engineer Greg Evans.

Council President Popiolek announced that the Mayor's wife Mary Alice had surgery today and also his brother-in law passed away today and he will not be here. Please keep them in your prayers.

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 Councilwoman Bergeron, second by Councilman Robenolt, the public portion of the meeting was closed.

Engineer: Greg Evans reported on the following

Action items--

We have recommended award of negotiated bids for the Shreve Avenue Guide Rail project to Road Safety Systems in the amount of \$103,723.40. That is for the powder coated materials rather than galvanized. Everyone agreed and the resolution will be on the agenda.

Page Avenue parking restriction—Greg presented a photo he took showing the situation at the corner where they are recommending the restriction. Kirk said we received a petition at the last meeting from the affected residents. Is there a possible compromise? This year's snowfall is what this brought this to light. Maureen asked if a fire truck can get through and Chief Roberts said he does not think an ambulance can even get through. Wayne said the fire department has already experienced the problem. The proposed restriction would eliminate four spots. After some more discussion, Shawn suggested we invite the residents to a meeting so we can explain our concerns. Everyone agreed and authorized introduction of the ordinance and we can then invite the residents to the public hearing.

We will be submitting a voucher for RTW for approval and payment.

Greg then reviewed the Engineer's report and highlighted the following:

Bud Concrete is doing the sidewalk at the VFW on the 14th and 15th. Building is used frequently and it has been tough to get in there.

Commerce Drive/Kent Avenue—we are bidding at the same time. We discussed with Mayor and Kirk and have decided to delay until October. The market is saturated right now because DOT released their funding so late. We have seen bids where no or only one bids are received. If we wait, we should get better pricing and more competition. Shawn asked why we need to wait until October and Greg said because contractors are so busy right now it is not a good market.

RTW commenced on Kingston on July 21—we have been sending out updates to all emergency management personnel as they requested. The notifications seem to be working well and the contractor is moving quickly and doing a great job.

Moore Avenue and Austin traffic investigation—we are reviewing the date from the police traffic counters and will have a report ready for the September caucus meeting.

Gloucester Pike—Mr. Campana has come in over the years complaining about speeding. John Z and I met at his house and we had the police do a traffic and speed study for us and will also review the data and report on this at the September caucus meeting. The study will show us volumes, time of day, speeds, traffic direction and number of trucks vs. number of vehicles. Kirk suggested that when we get that information together, we need to meet with Mr. Campana to review. Greg added that directly across from his house, PSE&G has three trenches that were repaved about three years ago. When that happened, Mr. Campana's complaints ceased. Now they have settled again. We sent an email to PSE&G and they are going to repair them again. The new requirements are they can no longer patch them and have to actually repave them. We believe that will help.

Beaver Brook storm drainage study—the governing body elected to submit an application to USDA for funding. We completed the pre-application package and submitted it to the program and hope to get a response from them by the end of the month as to if you are eligible.

Old Harvey's—contractor has commenced with construction and completed the retaining wall.

Kirk said he got a call from Michael Maitlin in Senator Norcross' office and we have a meeting with PSE&G on August 13 at 10am to discuss moving of the poles on the White Horse Pike.

Kirk then asked if anyone had any questions for Greg and Terry then said that there is a bill pending before the legislature, A-947 and S-2216, that will require us to disclose the list of bidders to all potential bidders and this does a disservice to the taxpayers and could result in collusion and bid rigging. The League sent a sample resolution to oppose the legislation and she wanted Greg to tell the governing body their concerns. Greg said we never provide a list of bidders for the reasons Terry stated. We don't even disclose what our estimate is. Tim agreed that this legislation would result in even higher bids and creates another layer in an already cumbersome public bidding process. Wayne said that in his job, he almost always gets a bidders list. Tim said that in the private sector, this may have the desired effect but in the public sector it can be dangerous. After more discussion, it was decided the resolution to oppose the legislation will be on the agenda.

Seeing no further questions for Greg, this concluded the engineer's report and Greg left the meeting.

Administration: Clerk Terry Shannon reported on the following

SSA for janitorial—we received the new agreement from the school district for sharing of janitorial services. Mike Ciocco confirms it is in our best interest to renew this agreement. The annual cost will be approximately \$22,694 which is half of the salary and benefits. Resolution will be on the agenda.

NJAWC payment—you all received Mike's email requesting to be paid for his time on the NJAWC emergency. He had an agreement with John Rink that if we were paid by NJAWC then Mike would be paid for his time. Per the settlement, we actually received 61% of the emergency repair. Shawn asked how much Mike is expecting to get and Terry responded \$626.51. Shawn said that if he was told he would be paid, then we need to pay him and the group agreed.

Camden County Hazard Mitigation Project—the working group met with the County's consultant for Round 1 of this project. I am working on providing a list of materials/information the consultant requested as part of this project. The second round meeting will be in October.

Use of Girl's Softball field—I received paperwork from the "Friends of Benner" group for use of the facility on September 20 from 9am-9pm for a wiffle-ball tournament. They indicated alcohol will not be

consumed but they will be holding a 50/50. I am awaiting the paperwork for the 50/50. Also, the request needs to be approved by Girl's Softball. Chief Roberts asked if we can make it a requirement going forward that paperwork for events like this be submitted 90-days in advance. Terry asked the group if they agreed and the consensus was yes. Tim suggested that if we are going to impose a 90-day rule, we should send a letter to all organizations at the beginning of the year. Chief Roberts said he does not need 90-day notice for block parties—just larger events.

Letter from Attorney General—we received a letter that Uncle Mike's appointment as Emergency Management Coordinator has expired. Although we appoint him every year at Reorg, they require a resolution every three years for the official appointment. The resolution will be on the agenda and will be back-dated to October 12, 2012.

SSA with Oaklyn for municipal court—Terry said a copy of the proposed agreement is included with your packet as well as the financial analysis. Wayne will speak about this in more detail so a final decision can be made. Wayne said we can discuss this now and explained that the numbers changed somewhat because the employee from Heights who previously opted out of benefits will be opting back in. Bonnie budgeted worst-case scenario so the savings will probably be greater. Wayne then said he would like to have a resolution to enter into the three-year agreement starting September 1 be on the agenda. We have been interviewing judges and have narrowed down to two candidates. Shawn reviewed the language pertaining to the employees. He wanted to make sure Karen was protected and that the language is specific on job protection. Tim reviewed the agreement and said it states that Oaklyn can only remove someone after approval by Barrington within 30-days of notice of intent. Shawn asked if 30-days is enough time for us to act and suggested we make it 60-days. Tim said this agreement is similar to the contract between Oaklyn and Mount Ephraim and it has never been a problem. Terry asked why it can't be 60-days and Tim said he did not think it would be a problem at all. Shawn then said that if after three years this is not working for us, do we get our court back? Where is that language? Terry read page 4, the top paragraph, which spoke about termination of the agreement and that neither party is obligated to employ any of the court personnel—and stated this should be removed. Tim said that change is also no problem so the language will be changed. You may want to put that language back in after Karen retires and the group agreed. With the agreed upon language changes, Shawn was satisfied. Tim will forward a revised agreement.

Shawn then asked if we will actually see a \$47,000 savings to the taxpayers. Denise responded that when we do the court budget, we will just budget our portion of the shared service agreement. That will be less than prior budgets. You may not see a decrease but it will offset other budgetary increases.

Terry then reported on Ordinance Amending Chapter 29, Police Department—a copy of the ordinance was sent to you via email today and is also attached hereto. This is the ordinance that pertains to special officers. If everyone is in agreement, it will be introduced at the council meeting. Tim said the language is based on the ordinances from Mount Laurel and Evesham who actively use specials. Shawn asked that it not be part of a consent agenda.

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

Ordinances for public hearing and adoption—

Ord. 1024 Approving the purchase of an easement from Medford Village East

Ordinances for introduction on first reading—

Ord. 1025 Amending Chapter 29, Police Department

Terry also had Ord. 1026, a potential bond ordinance for the White Horse Pike on for introduction but Kirk said we are not ready to introduce that ordinance yet so it can be removed. Terry then said that Ord. 1026 will become the ordinance to amend Chapter 120 for the Page Avenue parking restriction.

Shawn said he is not in agreement with that and that we should not introduce until we meet with the residents. Everyone agreed. Then we will only have Ord. 1025 on for introduction.

Resolutions—

- Opposing passage of A-947/S-2216
- Appointing Uncle Mike as Director of OEM
- Applying a Property Maintenance Lien (121 Woodland Avenue)
- Chapter 159 for Drug Alliance and Driving Sober Grants
- Approving SSA with Oaklyn for Municipal Court
- Awarding a contract to Road Safety Systems for the Guide Rail project
- August bill list

Kirk asked if the resolution for the Oaklyn shared service agreement should be in consent agenda. It was agreed that it would be outside the consent agenda.

Finance: CFO Denise Moules reported on the following items

Denise reviewed the standard monthly reports including budget status and bank balances. The bond sale was completed on July 22 and we received the funds and paid the open notes. I plan on meeting with the department heads to discuss how the funds will be used for each year. Budget expenditures are in the black. There are a few individual areas where funds are over-expended but the controls are fine. The other attachment is police overtime which we will be discussing further. Current revenues are trending fine. We went out to sale for the USDA financing. Even though we will be eventually going to permanent financing, we needed temporary financing in the interim. We got a rate of .85 and the note is callable. Once the loan funding process starts, we can call the temporary financing and start the USDA loan payments from the sewer utility.

Terry sent you the information regarding the SEC reporting requirements and I am attending a seminar next week on this. They are cracking down on full disclosure on the financial health of municipalities. There are annual notification requirements and also requirements on reporting substantial changes. We will need to appoint a financial advisor to handle this for us. It has been delayed until December 1 and I want to spend some time looking at our options. Phoenix Advisors has been recommended by our bond counsel so they may be our best option but I will explore all options. Going forward, when Terry sends out the information for professional services, we will include the financial advisor as one of the professional appointments. Shawn asked if it makes sense to wait until December and Denise said if we are ready to appoint in October, we can certainly do so.

COUNCIL REPORTS

Councilwoman Bergeron asked Denise to talk about the police overtime. Denise reported that there is \$600 left for the remainder of the year. She brought this to the attention of the Public Safety Committee and the Chief. She discussed with the Chief and they came up with some options to have funds available for the special events to come between now and the end of the year. Maureen asked for clarity regarding the "Drive Sober, Get Pulled Over" overtime and Denise explained that the grant only pays for \$50 per hour. The additional overtime is charged to the budget. Chief Roberts explained we got a grant for \$5000 but the maximum it will reimburse for overtime is \$50 per hour. Shawn asked if they get \$60 per hour, we only get reimbursed for the \$50? Denise said yes, that is correct. Chief Roberts suggested if we only want to pay the officers a maximum of \$50 per hour or any maximum that is provided through any grant, it needs to be part of the next contract. Maureen said the Public Safety Committee will be meeting with the Chief to discuss this and other issues following the caucus meeting. Maureen then reported that the TNR team has kittens available if anyone is looking to adopt. Also, there was a bat in a resident's house that tested positive for rabies. Terry said the information is on the

website and in Barrington on Track. No one in the house was bitten but they still had to be immunized. Chief Roberts said if it is in the house, it is considered an exposure.

Councilman Robenolt said since we already discussed the court shared service agreement, he has nothing further to report.

Councilman Ludwig also had nothing further to report.

Council President Popiolek reported that we are making strides with the White Horse Pike redevelopment. Bok Bok will be coming down within the month. There first has to be an asbestos certification that the building is clear. Chief Roberts asked if they can continue to use the property for the MIT's and Kirk said yes. Wayne asked if the fire department can go in and drill and Kirk said yes. The projected demolition is in about thirty days.

Kirk then said there is an ugly rumor going around that our redeveloper is bankrupt and the project is dead. He meets numerous times per month with the redeveloper and nothing could be further from the truth. Wawa is in a long-term lease with Delco and they are not going anywhere. They are not happy with how long this is taking but they are Delco's customer—not ours. This is a huge project with a lot of moving parts and it takes time to get everything resolved. This project is officially started. We are meeting next week with PSE&G to discuss the cost to move the poles. Shawn said everyone knows he has worked on this project for a long time and we appreciate his efforts.

Kirk then said the engineer reported earlier we saw some earth being moved at Harvey's and we are glad to see that moving forward. In my conversations with Mr. Hill, he is moving forward and the retaining wall has been constructed. He has some off-site work to do including moving of utilities and he is trying to get done before school starts. He is in the process of getting his County permit for the Third Avenue access. He will be building all three units simultaneously rather than one at a time.

Kirk reported he was approached by an employee a couple of weeks ago regarding Friday hours. They requested adjusted hours so the same number of hours are worked in four days with Fridays off. Terry said she is opposed to this. We are a five-day per week operation and provide services to the residents five days per week. Shawn asked what hours they want on Friday and Terry said they want to work their hours in four days rather than five. Shawn asked what the down-side is. Terry said we would have skeleton crews on Mondays and Fridays and if one person is sick, it is a huge problem. We accommodate a lot for our employees and are very flexible. We already changed to the 8:30am-4:30pm hours and it is working very well. Maureen said are sharing our staff with other towns and it is already stretched thin. Eileen said we used to do this but we had more staff. She would love to do it but understands there is less staff. Shawn asked if there is a middle ground. Terry asked why we can't just say no. Shawn said he would like to look at it if possible but if people are already taking off Fridays and Mondays, he is not sure why we are even looking at it. Terry said she tries to accommodate all time-off requests. After more discussion, it was determined that no further action would be taken at this time.

Councilman Robenolt asked about the request that came up last month for additional staff for the tax office. Terry responded it is no longer an issue. Rather than hire another person, we just expanded Connie's hours to cover the time needed and it is working well.

Eileen reported that Gospel Hall wants to have a banner hung for their ice cream social and asked if that was okay with everybody. Everyone agreed. Also Andy Wager asked about using the senior center for a Kiwanis meeting and everyone agreed. She then asked how items can get posted on the Facebook page and Maureen responded they can be sent to either her or Patti.

Seeing no further public business to be discussed, on a motion by Councilman Ludwig, second by Councilwoman Bergeron, the public meeting was adjourned at 8:35pm.

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