

BOROUGH OF BARRINGTON
CAUCUS MINUTES, MONDAY, OCTOBER 7, 2014

Mayor Klaus 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 Councilwoman Nicholson. Councilman Shawn Ludwig will be absent and Councilman DeVecchio has not yet arrived. 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 Councilwoman Nicholson, the public portion of the meeting was opened.

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

Engineer: Greg Evans reported on the following

Action items—Greg reported they submitted voucher No. 3 for RTW Construction. There is no change order at this time.

The bids for Kent Avenue and Commerce Drive, we had scheduled a re-bid because the contractors had concerns regarding having to work nights and weekends on Commerce. The re-bid will be October 21. That would require a special meeting to award. After some discussion, it was determined the special meeting will be October 21 at 5:30pm.

We looked at the Gloucester Pike lighting at the vicinity of the bend and Royal Fitness. There is a gap in the lighting at the bend. The Planning Board is reviewing a site plan for Royal Fitness and we requested that the Planning Board engineer have them include a light at their driveway and we recommend two additional roadway lights from PSE&G. If this is acceptable to the governing body, we will make the request from PSE&G. There were no objections and Greg was authorized to proceed.

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

Guide Rail installation—contractor is commencing on Thursday. Turnpike Authority has been advised and the permits have been issued. They are also meeting with the petroleum utility companies on Thursday as well.

Page Avenue parking—meeting with residents was held last month. Mayor Klaus sent out an email regarding the meeting. Mayor Klaus said his email was regarding striping one side of Page Avenue and enforcing the no parking at the bend. He wants to send a letter to homeowners and apartment residents telling them to use their driveways and parking lots first, then street parking. Councilwoman Nicholson said she recently drove down that street and it was difficult to get around one parked car at the bend as it was sticking out in the middle of the street. Mayor Klaus said Carmella Fanelle said there was an easement somewhere back there for parking but someone put up a fence. Terry asked where and the Mayor said somewhere behind her property. But we have to do the no parking at the bend. Everyone was in agreement.

Greg then reported all the approvals have been obtained for the Streetscape Project. The County is resurfacing Clements Bridge Road from Gloucester Pike to the Black Horse Pike. We met with the County and the Mayor requested that the project be extended to Haines Avenue and the County approved it.

CDBG improvements at the VFW—Bud Concrete did very nice work there.

Sewer Project—Kingston will be base done this week. RTW is right on schedule. Then they will be moving over to Thomas. We will let everyone know. PSE&G is coming to replace their main from Dubois to Austin. That may impact the schedule.

White Horse Pike redevelopment—billboard is going up. Delco has their executed permits and they are eager to move forward. Kirk said he has a copy of the permits. Greg asked if Kirk is planning on having a ground breaking and he responded they want to schedule when the billboard is up so it can say “Welcome to Wawa”. Will be scheduled soon after dignitaries have been notified and executives from Wawa want to be there as well.

Barrington Business Center parking lot—was on hold for some time. Contractor will be commencing and anticipates completion by the end of November.

Mayor Klaus asked if there are any questions for Greg. Terry asked if we want to go ahead and introduce the Page Avenue parking ordinance and the Mayor said yes. He will draft a letter for the residents.

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

Page Avenue parking restriction—Wayne said the Teti property (business building next to 295) is up for sale and he does not want to enter into any agreements. Terry explained that Mike Ciocco said it would be easy to pave that lot as a change order on another project and allocate four spots for the apartment residents. We could then enter into an agreement similar to the one we have with the churches and do snow removal from their lots. This is perhaps something we could explore with the new owner after the property is sold.

Camden County Hazard Mitigation Project—just a reminder that the second round meeting will be October 15 at 5pm.

Town Wide Yard Sale—this event was a big success and generated over \$1000 for the TNR Program. We will be sending Joan Moreland a thank you letter for her efforts. So far we have trapped and neutered 59 adult cats and prevented the birth of about 240 kittens. The program works. Kirk added he got his German shepherd neutered at AWA and the cost was only \$135 but his vet wanted over \$400. And the care was exceptional. Terry said there is a grant program through PetSmart charities where they partner with AWA and you can get animals neutered for free. Bellmawr, Cherry Hill and Washington Township had a grant program this year. We are going to reach out to PetSmart to see if Barrington can be considered for 2015.

DOT State Aid Programs for 2015—applications have been initialized in SAGE Grant System and KEI is in the process of entering the information for three applications—Bell Avenue extension, Commerce Drive Improvements and the Atlantic Avenue Bikeway.

Trick or Treating—in prior years, hours have been 3pm-8pm. Assuming you want to keep the same schedule, resolution to approve will be on the agenda. The group agreed. Halloween is on a Friday this year.

Resolution to join Middlesex Regional Co-op—Mike Ciocco has been in discussions with reps from the Middlesex Regional Cooperative Pricing Co-op for the purchase of a 2014 Morbark Brush Chipper. These co-ops work very similarly to state contracts but often have better pricing. To participate with the

Co-op, we simply need to pass a resolution of participation. This will allow Mike to use the negotiated pricing to purchase the new chipper which was part of his 2014 Capital budget. The particular model he is looking at, with the desired options, will be approximately 15% less than if we went out for public bid. If everyone is in agreement, the resolution will be on the agenda. The group agreed.

Terry then said she spoke to Denise about reprogramming the capital funds that were going to be used for an egress door to a phone system. Now that court is no longer in the building, we really don't need the egress door. Our phone system is aging and we have to purchase refurbished phones. We need a new system for borough hall, public works and the fire department. I will start gathering pricing information.

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

Ordinances for public hearing and adoption—

- Ord. 1026 Amending Chapter 120, Vehicles & Traffic (stop signs at Austin & Moore)
- Ord. 1027 White Horse Pike Bond Ordinance

Ordinances for introduction on first reading—

- Ord. 1028 Amending Chapter 120, Vehicles & Traffic (parking restriction on Page)

Resolutions—

- Setting the hours for Trick or Treating
- Authorizing Participation in the Middlesex Regional Purchasing Cooperative
- Authorizing Release of Street Opening Escrow for Root 24 (Whitman Drive)
- Chapter 159 for Body Armor Grant
- Cancelling outstanding checks
- Cancelling outstanding grant balances
- Authorizing the cash match for the Drug Alliance grant
- October bill list
- Authorizing a special meeting on October 21 at 5:30pm

Tim added that he is sending over two ordinances. One of for the settlement on Southoaks and the other is for the easement at the Willows.

Wayne asked if we have looked at pricing for cameras yet. Terry said that we have not started the process yet but will be working on it.

Tim then asked about the resolution for court. Terry explained that although we did a resolution two months ago authorizing the shared service agreement and designating the court administrator and deputy administrator, they want a separate resolution appointing the personnel. Terry asked if it can wait until Tuesday but Tim said they need it now so they can issue checks. On a motion by Council President Popiolek, second by Councilman Robenolt, Resolution 12-2014-100, Appointing the Court Administrators for the Shared Courts with the Borough of Oaklyn, was approved with the following poll vote: Popiolek-yes; Bergeron-yes; Robenolt-yes, Nicholson-yes.

Finance: CFO Denise Moules reported on the following items

Denise reviewed the standard monthly reports including budget status and bank balances. Revenues are trending fine and control account balances are in good shape. I am still working on the financial disclosure initiative and we are getting proposals from prospective vendors and will be ready to talk more about that next month. You need to have a certified municipal advisor other than current bond

counsel or the auditor. I am in the process of gathering more information. This consultant makes sure that all required SEC filings have been made and are accurate. If you don't comply with this, it can affect future bond ratings.

We adjusted the sewer rates in 2013. We talked about doing it every other year. We will have the first payment for the USDA loan. We also have different business types coming in and don't have a separate rate identified for different business types. I will present my findings to you in January for you to consider amending the ordinance.

We received a check for the MIT's that were done January through June in excess of \$6000. On the spreadsheet, you can see the overtime vs. the revenue and the fact that this initiative is effective. Also revenue from court this month will be in excess of \$17,000.

Best Practices checklist—as in prior years, we have to achieve a certain percentage of yes answers or we will get a reduction in our state aid. They changed the working of some of the questions this year. There were two areas that I answered as prospective—one pertains to the appointment of a financial consultant and the other pertains to health insurance opt-out waivers. The question is that since employees are contributing to health insurance, does it make sense to offer an opt-out. They want us to review it and discuss it which we will do during the budget process. Denise then reviewed the “no” answers which included the Pay-to-Play, procurement cards, workers comp and disability payments. We only had a total of four “nos”, 37 “yes” and two prospective. We are in full compliance and will not have a reduction in our aid. Seven were N/A as they did not apply to us. I will be submitting this on October 17. Please review and if you have any questions, let me know.

COUNCIL REPORTS

Councilwoman Nicholson she just wanted to remind everyone that the Harvest Festival is this Saturday and she hopes to see everyone there.

Councilman Robenolt reported that court revenue is up and everything with the shared courts is moving along well. Regarding the Green Team, we are working with the school to set a date for a Green Fair/Science Fair in the spring. The police did get the CVS grant for a pill-drop box. It is a requirement of the grant that a camera be monitoring the box. The plan is for the box to be inside the interview room at the entrance to the police department. Patti asked how people would access it and Wayne responded they would have to knock on the door. Patti said she thought it was supposed to be a drop and go scenario. People are not going to want to knock on the door. If people have to knock, I would rather not have it. Wayne said he will get more information regarding the grant to confirm. Maureen suggested he speak with Betty Ann as she is very familiar with these programs. Terry suggested he also speak to Mike Valvardi in Haddon Heights as they already have one. Patti stressed that if we want people to turn in drugs, having them knock defeats the purpose. Wayne reiterated he will look into further.

Wayne added that the new officers are all on the street and are doing fine. Tickets from the traffic department are running about three times more in revenue than expense. The Chief has a list of resumes for a second special. He would like to meet with the committee to discuss. He then reminded everyone that fire prevention is tomorrow night.

Councilwoman Bergeron reported she went to the CDBG meeting and there was no quorum. The email that was sent out was confusing and people did not realize there was a meeting scheduled. They are changing the way they review eligibility. Anthony will be meeting with every municipality individually to go over the new rules and how it will affect your town. Mayor Klaus added that some towns lost their eligibility and are very upset.

On October 8, there will be a health summit hosted by the County and Terry is attending for Barrington.

Council President Popiolek reported we have the adoption of the bond ordinance on Tuesday. If anyone needs further explanation, please let me know. The billboard is going up as we speak. John Z was very helpful to Delco in getting them their permits. Hoping the groundbreaking will be sometime this month and working on the guest list.

Mayor Klaus reported our Public Works department received a certificate of environmental stewardship from the State of New Jersey. Kudos to our DPW and Mike Ciocco.

We received a call from Father Joe Byerly from St. Rose and they want to re-open the school at St. Francis. This is very exciting news.

This is our Harvest Fest weekend and everyone in town looks forward to it. It is a great time for all.

Seeing no further public business to be discussed, on a motion by Councilwoman Bergeron, second by Councilwoman Nicholson, the meeting was adjourned at 7:10pm.

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