

**BOROUGH OF BARRINGTON**  
**CAUCUS MINUTES, Tuesday, February 3, 2015**

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 Bergeron, Councilman Ernie Rink and Councilwoman Nicholson. Councilman Wayne Robenolt and Councilman Ludwig were not present. Also present were CFO Denise Moules, Municipal Clerk Terry Shannon, Eileen Holcombe, Secretary to Mayor and Council, Solicitor Tim Higgins and Engineer Greg Evans.

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

Present were Cynthia McNally and Joe Dougherty, Jr., residents of Bell Avenue. Clerk Shannon explained that these residents are here because they live on an easement rather than a public street. Cindy McNally stated the area was a family compound and there were three homes belonging to the family. The houses have all been sold and she is trying to sell her parents' home. They are asking that the borough take over the easement and make it a public street because they don't get the same services as other residents. The town does not plow the street and the residents have to take recycling and trash out to the public street. Mayor Klaus asked Cynthia to show the group on the tax map where the lots are which she did. They are at the end of Bell where it turns and becomes a private lane. She said with the lane being private, she will have a hard time selling the property. Councilman Rink asked Mr. Dougherty if he thought a trash truck could get back there and Mr. Dougherty said yes, they have had a tractor-trailer back there before. After more discussion, Mayor Klaus said we will look at the whole situation and will get back to them.

Councilman Robenolt arrived at 6:08pm during the discussion.

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

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

Action items—award of the 2014/2015 Street Improvement Program. When we went out to bid the first time, we had Kent and Commerce as one project and it would have to have been awarded that way. Based on the bids received previously, we broke the two projects apart so we could award individually based on availability of funds. The bids this time were lower however the funding is still not enough. We are short by \$158,000 for Kent and Commerce. Kent is partially funded by DOT and you need to expend those funds before the 2015 projects and Commerce is one of those projects. We are recommending that you award proposal No. 1, Kent Avenue to Pearson in the amount of \$270,489. The governing body agreed and the resolution will be on the council agenda.

Engineer Evans then reviewed various items from the monthly engineer's report and provided updates on ongoing projects.

**Administration: Clerk Terry Shannon reported on the following from the agenda**

Fire Truck Remounting Project—we met with the Fire Company officials and they presented the binder from Pierce that includes the specs for the remounting project. This is through the HGACBuy cooperative that we joined a couple of months ago. I have spoken with several people about the Co-op and have reviewed all their documentation and believe we are fine to award this contract which I will explain in more detail. We do need to advertise that we will be using this contract and give any potential vendors an opportunity to contact us to challenge the savings we will realize by utilizing this

contract. CFO Moules added that she has been negotiating payment terms for additional discounts. The vendor wants the bulk of the funds up front and we are not comfortable with that. We have agreed on a payment schedule that will result in \$33,000 of savings. Mayor Klaus said he thinks we should move forward with this and the group agreed. The resolution authorizing the purchase through HGACBuy will be on the agenda. Terry explained that we have to advertise of our intent to use the national contract and allow a two-week comment period and CFO Moules said we will also be working on getting the financing in place. She added that we have to amend the prior bond ordinance because the useful life of a remounted fire truck is different from a refurbished truck. We will introduce the amending ordinance at the council meeting. The governing body concurred.

Bill from Sea Isle City—we received a bill from Sea Isle City wherein they are billing us for one half of the training costs associated with Special Officer Stephen Rabena. Pursuant to NJSA 40A:14-178.1, If a Class Two resigns after serving less than two years with the municipality that paid to train him and is rehired as a Class Two with another department within 120 days of his resignation, the receiving department has to reimburse the original agency for the cost of one half of the training costs they incurred. I have read the statute and it is clear—I believe we owe them the money. After some discussion, it was determined that Councilman Robenolt would speak to Chief Roberts and ask him to speak with the officer and ask him to split the cost.

Purchase of telephone system—we have now met with three telephone vendors. We have received proposals from only one so far but I am expecting the other two this week. I was hoping to award at next week's meeting but it may have to wait until March.

Asia House Parking Easement—Tim prepared an ordinance and easement agreement for the Deerr Field parking situation. There has been some discussion that this is more than we need and the question is--is this absolutely necessary? We are really looking for something a little less formal. Solicitor Higgins said we should have a written parking agreement which can be approved by resolution. He will have it ready for the council agenda.

Resolution Authorizing Purchase of Lawn Equipment—Mike sent up the quote from LEPCO for lawn maintenance equipment under the Middlesex Regional Educational Services Cooperative. We joined the co-op back in October and this is his first purchase under the co-op. This equipment was part of his approved capital program. A resolution authorizing the purchase will be on the agenda.

Update on Regional Fire Alliance—we need to purchase a vehicle for the Fire Marshal as reported by the mechanic and by Steve. His vehicle has numerous electrical problems that Greg cannot fix and he strongly recommends this vehicle be replaced. Steve did his homework and has selected a Ford Transit vehicle which is under State contract. To purchase the vehicle, it would be around \$21,000. There is also a three, four or five year leasing option with a \$1.00 buyout at the end. Denise is putting the budget together and when we have the numbers compiled, we will be meeting with the Alliance members to get final approval. We will keep you apprised and a resolution authorizing the purchase is anticipated to be on the March agenda.

**Council Agenda Review:** Ord. 1031 will be on for public hearing and adoption

Resolutions—

- Authorizing Contract with Pierce under the HGACBuy Cooperative
- Authorizing Payment to Sea Isle City for Training of Special Officer
- Authorizing Purchase of Lawn Equipment Under the MRESC
- Authorizing Refund of Street Opening Escrows
- Authorizing Refund of Escrow to Barrington Luxury Apartments
- Authorizing Purchases from State Contract Vendors
- 2014 Transfer Resolution for Sewer Social Security and Opt Out Insurance Waiver

Cancel Capital Authorization for 2004 Sewer Rehabilitation Project Funded by NJEIT (25,137.79)

Cancel Grant Balance for 2014 DWI Checkpoint

Cancel Grant Balance for 2014 Drive Sober or Get Pulled Over Grant (1,669.02)

February bill list

Agreement with Asia House for parking

### **CFO's Report: CFO Moules reported on the following**

Review of standard monthly reports—2014 year-end report was presented along with the 2015 temporary budget. Several accounts are showing as over-expended in 2015 because of the way some expenses are front-loaded in the beginning of the year but the overall control accounts are fine.

2015 Budget Schedule—department heads have until the 26<sup>th</sup> to get back to me with their submissions. The budget schedule is attached. The date for introduction is March 14 or the next scheduled meeting. We will probably introduce in April so we will do a resolution to extend the introduction date. We could try to rush it through for March introduction but it is really not necessary. Introducing in April will give us more time for a thorough review and to meet with department heads. We will set-up the department head meetings after the caucus meeting in March.

2014 Annual Financial Statement—surplus is up in 2014. A big reason was because we did not have the heavy tax appeals as in prior years. The rate of collections by the tax collector was great and Clerk Shannon added that the job done by the tax assessor has also been great in that he has negotiated with residents resulting in lower appeals.

The shared service agreements with Merchantville for CFO and Tax Collector need to be renewed. The savings for the borough is \$25,000 plus an additional \$5600 in healthcare savings because of increased employee contributions.

Sewer rates—because of the 2004 permanent financing, there is an increase in debt service for sewer utility. I spoke with Kristy and we came up with a couple of possible options for increasing the sewer rates. She reviewed the various options and explained we are suggesting including a flat rate for the commercial accounts because of the fact that NJAWC is now charging us for the water consumption information. We are looking at several different scenarios for charging restaurants but have not come to a conclusion yet. The governing body said that for now, charge them based on square footage. The governing body also approved an \$8.00 annual increase for residential and the proposed increase for commercial accounts. Denise said she will prepare the ordinance for introduction.

### **COUNCIL REPORTS**

Councilwoman Nicholson reported that next Thursday, Woodland School will be using the VFW for candy bar bingo. Also the 8<sup>th</sup> Grade will be using it for the graduation dance. Barrington Day is May 17 and we are working on getting the vendors. The Women's League will hold the Easter Egg Hunt in March. Baseball has a new president—Lindsey Grey. Softball also has a new president but I am not sure of his name yet as I have not yet met with them. Softball is raising money to upgrade the fields. Perhaps DPW could do some of the labor if they pay for the materials. They were going to apply for the Open Space grant but I don't know where they stand on that. I spoke with someone last night who would like to provide lights for the baseball fields—more information to come. Regarding the bus—it went for inspection but did not pass because the vendor did not make all of the repairs. Mike is sending it back. We need to find a retired person with a CDL to possibly be the bus driver. We may start with two days per week and see how it goes.

Councilman Robenolt reported that Green Fair is moving forward. Our official request went to the school district yesterday. We are looking at April 25 from 10am-2pm. We are putting together our vendor list. Our public safety meeting was cancelled and we are in the process of rescheduling. I want to make sure the Chief is ready for his budget meeting with the CFO. Councilwoman Nicholson said Earth Day is also April 25 and Wayne suggested we tie the two together.

Councilman Rink said Eileen suggested he visit the court in Oaklyn to meet the staff. Clerk Shannon suggested he go to watch a court session to see how busy they are. Solicitor Higgins added the best time to meet the staff is in the afternoon when court is winding down.

Councilwoman Bergeron said that regarding the chickens, we may want to consider looking at the zoning requirements first. We would send out the zoning and/or construction officials to look at the coup and make sure the resident is zoning compliant. We should also consider a maximum of four chickens for the pilot program. Mayor Klaus said we will have zoning and construction visit Mr. Gilosa.

Council President Popiolek said that his report was covered by the engineer and the CFO so he has nothing further to add.

Mayor Klaus reported that Ernie has volunteered to represent council at the BBA morning meetings. They are trying to re-invent themselves and are working on a new business map. They asked if there can be a business page on our website. Denise said we can do that and the Mayor said the contact person would be Amanda Hunt. They also want to attend the Economic Development Team meetings. Also there was an article in Public Works magazine about Barrington that everyone should read. We have 23 months before the Centennial so we need to start planning celebrations. We have a list of people who are interested so we will set up a meeting in the next few months to get started. We received a petition from some residents regarding the stop signs on Moore Avenue. Councilwoman Nicholson said we can't take them down because we had a safety study from the engineer that said we needed to have them there. Mayor Klaus asked everyone to think about this and we will discuss it again.

Seeing no further business, on a motion by Councilman President, second by Councilman Rink, the meeting was adjourned to closed session at 7:43pm.

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