

**BOROUGH OF BARRINGTON**  
**CAUCUS MINUTES, Tuesday, January 6, 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, Councilman Ernie Rink and Councilman Wayne Robenolt. Councilwoman Nicholson, Councilwoman Bergeron and Councilman Ludwig were absent. 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 Councilman Robenolt, second by Councilman Rink, the public portion of the meeting was opened.

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

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

Action items: Voucher No. 6 for RTW Construction is approved and submitted for payment. Also we will be rebidding Kent and Commerce this month.

Terry said she emailed the Municipal Appendix to everyone today from the Camden County Hazard Mitigation Plan update project. The Appendix is specific to Barrington. Friday is deadline to submit any changes. She asked that the engineer and the governing body please review the Appendix and submit any questions or comments.

Mayor Klaus asked if there were any questions for the engineer. Councilman Robenolt asked if the County repaves Clements Bridge Road, will there be a moratorium on street openings and Greg said that yes—our ordinance includes a moratorium of five years. However when it comes to utilities, if an emergency is determined, they have to open the street and do approved repairs. Mayor Klaus said the County has all the utilities involved in the project. Council President Popiolek asked Greg to make sure Rich Hill is aware that Clements Bridge will be repaved so he will not be doing any work that will impact the project.

Terry asked when the specs for the camera system will be ready. Greg said they should be done by the end of the month. Seeing no further questions for the engineer, Greg left the meeting.

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

Camden County Hazard Mitigation Plan, Review of Municipal Appendix—we will hold a public hearing during the January 13 council meeting for public comment on the municipal appendix. This information is on our website. The HMP team will be meeting on Thursday to do a final review of the appendix to see if there is anything we want changed. I also emailed to all of you the full appendix for your review. We will also have a public hearing on the Appendix at the council meeting.

Renewal of Shared Service Agreements with Runnemedede—attached are the SSA's with Runnemedede for payroll clerk and deputy registrar. There are no changes. A resolution authorizing renewal will be on the agenda. Mayor Klaus said he attended the Runnemedede Reorg meeting and the shared service agreements were mentioned and they are interested in exploring more.

Renewal of Shared Service Agreement with Mount Ephraim—attached is the SSA with Mount Ephraim for clerk services. The cost to Mt. Ephraim will increase by 2%. A resolution authorizing renewal will be on the agenda.

Purchase of telephone system—Dave Roberts, Mike Ciocco, Carol Fultano and I met with the first phone vendor to discuss a new phone system. This vendor is under State Contract and the proposal for a phone system for all facilities from this vendor is \$16,284 which is right in the ballpark of what I expected. We will be meeting with at least one more vendor and expect to make an award recommendation at the February meeting or March at the very latest.

Utility Consultants—I reached out to Haddon Heights, Lawnside and Runnemede to see if there is any interest in exploring contracting with an energy consultant to offer lower cost electric rates to our residents. I will update you once I hear back from the surrounding towns.

LOSAP—I am pleased to report the Fire Company has gotten the LOSAP reporting caught up and posted the 2012 and 2013 results in the firehouse. We already did the resolution authorizing the disbursement. We are in the process of having our VALIC rep come back out to meet with any of the firefighters who did not yet set-up their account so everyone is ready to go. In the meantime, once I get the formal response that the reports were posted for 30 days and there were no objections, we will process the distributions for those who already have VALIC accounts.

VFW Rental Fee—currently, we charge \$400 for a five hour rental prior to 5:00pm and \$200 if the rental is prior to 5:00pm. Although we were hoping to get the hall rentals up initially, charging only \$200 prior to 5:00pm should be reconsidered. The amount of work John has to do is the same regardless of the hours. The hall rentals have increased dramatically and marketing the hall is no longer an issue. I would suggest we raise the rental fee prior to 5:00pm to \$400, the same as evening rentals or at a minimum, to \$300. After some discussion, the governing body agreed to raise the afternoon fee to \$300. Terry said she would have the ordinance ready for introduction.

**Council Agenda Review:** Terry reported the following items will be on the agenda.

Resolutions—

- Renewal of shared service agreements with Runnemede
- Renewal of shared service agreement with Mount Ephraim
- January bill list

Solicitor Tim Higgins added that he sent an email to update the language in the first paragraph of the two shared service agreements. The statute reference needs to be updated.

**Finance: CFO Denise Moules reported on the following items**

Denise reported there is no written report for this meeting as the auditors are here and we have been tied up with the audit and rolling the system for year-end. The auditors are working on the annual financial statement which is due February 10. For the 2015 budget, I will be distributing information to the department heads so they can start working on their budgets. We are looking to introduce in April and adopt by May. I will provide an updated schedule. I will email you the standard financial reports for December. Council President Popiolek asked if there are any red flags coming for the budget and Denise said there is a debt increase and a pension increase. We do have a reserve to pay down some of the debt increase. All of our revenues were up and tax collections were over 98%. Our surplus is better than in prior years. Denise brought up that the way the calendar falls this year, there could be a 53<sup>rd</sup> pay week. One way to eliminate this is to go to a bi-weekly payroll. We could also go to an annual salary for all employees. Since the contracts expire this year, this can be a discussion item. Denise added that she spoke to Tim about getting the PILOTs done so the revenue can be anticipated in the 2015 budget.

Mayor Klaus asked if there are any questions for the CFO. Seeing none, this concluded Denise's report.

## **COUNCIL REPORTS**

Councilman Rink said he knows he is on a lot of committees and looks forward to getting more involved. He has already spoken with Wayne about the Green Team. He is looking forward to attending the elected officials training sponsored by the League this Saturday.

Councilman Robenolt reported that the Chief sent him the year-end tally for motor vehicle summonses and for 2014 it was 3781 compared to 1537 in 2013 and 1530 in 2012. We also had seven officers who missed zero time in 2014. Mayor Klaus said that should be commended and asked Wayne to pass it on. Wayne also reported that the Green Team will be meeting on the 20<sup>th</sup>.

Council President Popiolek reported the EDT will not be meeting in January. We are back into the full swing of things and there is a lot of work being done out at the White Horse Pike. Terry reported the TNR team had to relocate the feral colony because of the construction. He asked if we have heard anything from PSE&G regarding the letter Tim sent and Tim said they respectfully disagree with our position. He spoke to Greg about getting research together to take it to the next step. Our position is that a lot of the poles have to be moved because of the turning lane. It would be great if we can get everything but our main focus is getting ourselves into a good bargaining position.

Denise added that with the coming of a restaurant, we need to look at revising the sewer rates for commercial. We will do an analysis of the rates and report back to you on suggested amendments. Kirk suggested that the Finance Committee meet to discuss.

Mayor Klaus reported that we hope to coordinate the Streetscape project with the County's Clements Bridge Road repaving project. Denise asked if we would provide the traffic control and the Mayor said the County will request that of us. She added this will also need to be discussed for the White Horse Pike project. There is a question on if they will offer the overtime from the bottom-up or top-down. Terry suggested we should schedule a meeting with the PBA reps to come up with a plan.

Mayor Klaus then reported we received a donation from a business in town that will go into the general fund. It was a donation from Asia House in the amount of \$500 that will be used to purchase a bench in honor of Harry Vincent. Terry said we can deposit into the recreation trust. Mayor Klaus asked that we send them a thank you letter.

Seeing no further business, on a motion by Councilman President, second by Councilman Rink, the meeting was adjourned to closed session at 7:14pm.

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