

**BOROUGH OF BARRINGTON**  
**CAUCUS MINUTES (Synopsis), Tuesday, July 7, 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 Popiolek, Councilman Rink, Councilwoman Nicholson, Councilman Robenolt and Councilman Ludwig. Councilwoman Bergeron, arrived later at 6:36pm. 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 Council President Popiolek, second by Councilman Ludwig, the public portion of the meeting was opened. Present were Justin Benner, 342 Albany Avenue along with his sister Michelle and Vince McGrath, Jr. Justin said they are here to seek approval for a wiffle ball tournament event to benefit the trust account in memory of his brother that benefits his niece and local charities. They would also like to have a beer garden and wanted to have an officer present but were told an officer could not be present so they have someone who has volunteered who was a previous police officer. Councilman Ludwig asked why a police officer cannot be present and Councilman Robenolt responded uniformed officers cannot provide security at an event in their own community. Benner said they are working on the necessary paperwork for the social affairs permit and the raffle application. They are not going to do the nighttime block party as in prior years. It will just be the one event and will have specific hours. It is a family event and they want to keep it that way. They will only be allowing beer. They will have one spot where ID will be checked and a separate spot where the beer will be discussed. The Clerk stated we will need a certificate of insurance and a signed hold harmless agreement. She also said they need to complete a facility use form and she will email same to them. Benner and McGrath said they are fully aware of this. The event is planned for Saturday, September 12. Mayor Klaus asked if anyone else has any questions and there were no other questions.

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

**Engineer: Greg Evans reported on the following items from the monthly report.**

Action items—Voucher No. 10 and Change Order No. 7 for RTW Construction are both on for approval. We also approved draw No. 5 for Delco Development.

Greg then reviewed the monthly engineer's report and provided updates on the following:

- You awarded a contract to South Jersey Sanitation for five years.
- We met with Terry, Mike and a playground manufacturer at Wish Upon a Star Park and Terry provided me with plans from 1997. We will get that to the playground manufacturer and they will come up with several plans that can be reviewed. We anticipate the announcement of funding very soon and believe it will be good news.
- Streetscape Improvements—we anticipate scheduling receipt of bids in late August with construction in September in conjunction with the County's Clements Bridge Road improvement project. We were told the county will do storm drainage improvements first followed by roadway improvements. It will be done over two years because of the cost. We will continue with the Streetscape improvements. Terry asked about incorporating a digital sign at Rite Aid but Greg responded the project does not extend that far. Councilwoman Nicholson suggested the Borough sign down by Public Works may be an alternative. Greg said he would look into that.
- USDA Program-curb contractor is on Thomas now. He should be done by the end of the week. Then he will come in and pave and they will then be done on Thomas.

●White Horse Pike—meeting was held with utility companies today. Project is moving along and the contractor anticipates being done the Pike improvements by Labor Day. Contractor for Wawa is now on site and they installed the tanks. Council President said it is definitely a 2015 store.

Mayor Klaus asked if there are any questions for Greg. Councilman Ludwig asked if we are still paving the Shreve Ave Little League lot. Greg responded we were waiting for summer so we can reach out to Joe Ciano from Bellmawr. He told Little League it would be in August. Greg said he would follow-up to get a price from Ciano and see if they have time to do the work.

Seeing no further questions for the Engineer, Greg Evans left the meeting.

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

- New email hosting—we are finally getting rid of Fat Cow and will be moving to a cloud-based email system using Microsoft Exchange. Ron will be handling the transition at the beginning of August. He will be here during a caucus meeting and can meet with each of you individually to set you up to get your email on your cell phone, your tablet or whatever means you prefer. This new system will cost approximately \$400 per month which includes unlimited archiving and it will be much easier for you to manage your email. Denise did budget for this in the 2015 budget which she will discuss.
- Liquor license renewal process—so far, only two of our licensees, Delco and Victor's Liquors, have done their online ABC renewal filing. All four of the licensees did pay their renewal fee by June 30 as required but we cannot take action on their renewal until they complete the online process. We will be renewing Delco and Victor's by resolution next week but the other two have until September 18 to get their renewal process completed. Also, Tracks Inc., (Old Rail) does not have tax clearance.
- Benner benefit—we already talked about so I will coordinate with them regarding the insurance requirements and the paperwork. The Mayor asked if everyone is okay with this and there were no objections. Robenolt said as long as they comply with all the requirements then he has no objection.
- Pet licensing—we had extended the deadline for pet licensing until June 30. We are not charging the late fees. I will be sending out a final notice informing pet owners that if they do not come in to obtain their license by July 31, then they will get a summons and will not only have to pay the late fee—they will also have to pay court costs and a potential fine.
- Town-wide yard sale—we would like to hold a town-wide yard sale again to benefit the TNR Program in September. I will coordinate advertising and compiling the list of participants and the TNR Team will distribute the participant lists to all the participants. The governing body approved.
- Samost Sewer Connection—the permit application for a sewer connection at the Samost property has been filed. This connection was authorized per the easement agreement at no charge to Samost however we need to authorize the connection by resolution. Mike has approved the connection. This will be on next week's agenda.
- League Convention—the Convention will be November 17-19 in Atlantic City. As in prior years, you will make your own plans for accommodations. I do need to know who will be attending so I can order the badges in advance. Councilwoman Nicholson, Council President Popiolek, Mayor Klaus, Councilman Ludwig and Councilman Rink all said they plan to attend. Councilman Robenolt cannot attend.
- Polling Locations—as I had previously emailed, we had problems with two of our polling locations for the primary in that neither facility was opened on time. As a result, Districts 2, 5 and 4 opened late. It is very difficult for me to manage facilities that are not under my control. Also—you are already aware that the Board of Elections wants to get polling locations out of schools everywhere possible. My

proposed solution to this situation is to have Districts 1, 2 and 5 all vote here and have Districts 3 and 4 vote at the VFW. This makes geographical sense and gets all polling locations out of the schools. I would like to seriously consider this change and the Board of Elections is very supportive of this solution. This would be for the 2016 elections. It works geographically and both facilities have plenty of parking. Councilwoman Nicholson asked that we make sure we notify everyone who is currently using the VFW. Mayor Klaus said this is a good idea and solves many problems. Everyone agreed. Councilman Ludwig asked if we would get the information out to the voters and Shannon said they will be notified repeatedly. Councilman Nicholson asked if we will be okay for the November election to still hold it in the school and Terry said she will work closely with Arcodia.

Regarding the August caucus meeting, we need to move it because of National Night Out. Mayor Klaus will be away on the 3<sup>rd</sup> so is everyone okay with August 5? Councilwoman Nicholson said she will be away on vacation that week. Everyone else approved August 5.

**Council Agenda Review: Clerk Shannon then reviewed the following items for the agenda**  
Ordinances—there are no ordinance for consideration on this agenda.

Resolutions:

- Renewal of Liquor Licenses
- Change Order No. 7 for RTW Construction
- Authorizing a Sewer Connection for the Samost Property
- Authorizing a Property Maintenance Lien
- Release of Escrow Balances to the Borough
- Canceling Funded General Capital Authorization from 2002
- July bill list
- Accepting the Audit Report.

Mayor Klaus asked what the amount of the lien is on the Crouch property and Shannon reported it is \$2425.33.

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

You have the monthly financial reports as usual. All budget control accounts are in the black. The summary for police overtime is through June and shows the category breakdown. The USDA funding is up for renewal and I have been working with Parker McCay and 1<sup>st</sup> Colonial to renew for a six months callable BAN. This would enable us to call the BAN if the permanent financing is ready to be done. Regarding the resolution releasing escrow balances, Eileen has made numerous attempts to reach the original applicants but they have not requested the funds be returned. Regarding the canceling of general capital authorization from 2002, there was money capitalized for the pavilion at the railroad that never happened. We will cancel the funds and use to pay down debt.

Mayor Klaus asked if there are any questions for our CFO. There were no questions.

## **COUNCIL REPORTS**

Mayor Klaus thanked everyone for their work on the July 4 celebration. Everything went off without a hitch. He thanked Police, Fire, Emergency Management, Fire Alliance and Public Works, all involved. It was a great time for everybody. He added that we did get a letter from the Governor in response to our invitation to attend and he read the letter. He then said that he heard many positive comments from the residents in the public and on Facebook. Mayor Klaus then reported we received a letter from DOT regarding our Bikeway application but unfortunately they cannot fund the project this year. Finally he thanked everyone for all their help every day.

Councilwoman Nicholson thanked everyone for all their work on the July 4 celebration. It was really a great night. Also we received money from Runnemede and the PBA to help with the parade and fireworks. She will not be here for the August caucus meeting.

Councilman Rink reported he attended the June 25 BBA meeting. Steve DePierri was the guest speaker and he was very good. He talked about the Fire Code and all the compliance requirements. He said the BBA reported they are having problems with the information that is given out at the front desk. I got a copy of the information and it seems to be very complete. I am a little confused by what they were talking about so I will try to get more information. I know Carol does a good job with the public so it seems perhaps they are not asking the right questions. I will get more information for the next meeting.

Councilman Robenolt reported the Green Team will be off for the summer. His other discussion items are for closed session.

Councilwoman Bergeron apologized for being late. She would like to put a couple proclamations on the agenda and will send the information to Eileen. Older Americans, Medicare and the ADA are all celebrating anniversaries. She reported the County has fans available so have residents call her office. With the storm we had in June, there were some lessons learned. We were not as prepared as we should be and will be having more table top drills. Many were without power and those with medical needs were flooding emergency rooms. We were very lucky here. It is cat season right now so if anyone is interested in adopting a kitten the TNR Team has plenty available. In honor of Harry Vincent, please check on your elderly neighbors during the heat. She congratulated Patti on an excellent job with July 4. She commented that the Camden High Band was great and Terry said she was at 4<sup>th</sup> and Reading and it was very crowded but they did not play—they just walked by. Maureen said perhaps we can tell them next year to make sure they plan whenever they see a crowd.

Councilman Ludwig said the parade was fun and entertaining. The rest of his discussion items are for closed session.

Council President Popiolek said the Wawa project is well on its way and is right on schedule. The Audit was excellent as always. He did not get to see the parade but he heard it went well.

Second public portion--Gary Glaser from 713 Newton Avenue was present so we had another open session on a motion by Councilman Ludwig, second by Councilwoman Nicholson. Glaser asked what is going on with the pet limit ordinance and Terry responded we abandoned that ordinance due to lack of public support. He then asked about the vendors during the July 4 celebration—are they licensed? Clerk Shannon responded yes, we had six vendors and they were all licensed. Glaser asked about the Bikeway along Atlantic Avenue and how much that would cost. Mayor Klaus said our engineer could answer it better but the rough estimate was around a quarter of a million. If someone comes up with a plan voluntarily, we could reduce the scope and just do the bike lane. Glaser said so if someone comes up with a plan, we would consider moving in that direction and the group said they would definitely consider it. Glaser then said he needs to talk to whoever handles the entertainment for the Harvest Fest. For the past six years, he has handled the stage at the Rail. Typically it was just rock bands but last year there was confusion and some of the entertainment from the County stage came down to perform on the stage at the Rail. I would like to avoid the confusion this year. Councilman Robenolt said it is under the control of Mindy Berwick and he believes they changed the scope of the stage. He needs to contact Mindy. Councilwoman Nicholson took his contact info and said she would pass it on to Mindy.

Seeing no further public comment, on a motion by Councilman Ludwig, second by Councilman Robenolt, the second public portion was closed.

Seeing no further business for open session, on a motion by Councilwoman Nicholson, second by Councilman Ludwig, the meeting was adjourned to closed session at 7:04pm.

Closed Session—Councilman Robenolt reported that due to the retirement of Lt. Drumm, we posted the job opening and got four applications. The committee interviewed all four candidates and they all did a good job. The first two interviews occurred when the Chief was out of the country and he opted not to attend the other two. We are recommending that Sgt. Dave Uron be promoted to Lieutenant. Councilman Rink said everyone was deserving of a promotion. Mayor Klaus said we have to promote the best candidate. Councilwoman Bergeron said she thought she heard he is out of work a lot and Councilman Robenolt said no—that is his brother Bob. Councilman Rink asked if the other three candidates will be told why we chose Uron and Wayne said yes, we will meet with all the candidates to tell them they did a good job and can be considered again in the future. Everyone was in agreement with the promotion of Dave Uron to Lieutenant.

Councilman Robenolt then said that one thing that came to light through this process is that Sgt. Minardi should be our detective. He is skilled in this area and we would best use his talents as the detective. It would be budget neutral because of the forfeiture money that we would recover as a result. Councilman Ludwig added that the long-term culture of the department is being changed with the new officers and the cost of the department is being reduced. Councilwoman Nicholson said that Sgt. Minardi is very wanted by the Prosecutor's Office. He is very good at what he does. Councilman Robenolt said he has no intention of leaving Barrington. Councilman Rink said he made it clear he loves this kind of work. Councilman Robenolt said if we move Sgt. Minardi to the detective spot, we will then start the process of interviewing two new sergeants. Everyone agreed.

Seeing no further business to be discussed in closed session, on a motion by Council President Popiolek, second by Councilman Rink, the meeting went back into open session. Clerk Shannon reported that there will be an additional resolution on the council agenda to promote Dave Uron to the position of Sergeant effective as of July 14.

Seeing no further business to be transacted, on a motion by Councilman Rink, second by Councilwoman Bergeron, the meeting was adjourned at 7:19pm.

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