

## **BOROUGH OF BARRINGTON**

### **CAUCUS MEETING MINUTES, Tuesday, March 6, 2018, 6:00pm**

Mayor Klaus called the meeting to order at 6:00pm with the reading of the Sunshine Statement. He led all present in the Pledge of Allegiance. The Clerk called roll and the following were present: Councilman Popiolek, Councilman Beach, Councilwoman Harris Councilman Ludwig and Councilman Robenolt. Councilwoman Fawley was absent as she was out-of-town. Also present were Solicitor Tim Higgins, Clerk Terry Shannon, CFO Denise Moules and Eileen Holcombe, Secretary to Mayor and Council.

**First Public Portion**—on a motion by Councilwoman Harris, second by Councilman Popiolek, the first public portion of the meeting was opened. Seeing no public comment, on a motion by Councilman Popiolek, second by Councilman Ludwig, the first public portion was closed.

### **Discussion Items**

Engineer--Greg Evans read highlights of the monthly report and provided updates on the following:

- ♦Tax office security measures—we are looking at the emergency egress doors and the door into the tax office including a key fob system.
- ♦2018 DOT funding—you received \$300,000 for Commerce Drive Phase 2.
- ♦Wish Upon a Star Playground—contract awarded to Think Pavers. Pre-con held last week. Construction should commence in April. Ground is very wet right now and we are trying to de-water.
- ♦CDBG Supplemental funds application was submitted requesting \$50,000 and we are submitting a Camden County Open Space application for another \$25,000.
- ♦USDA project for slip-lining-visited Turnpike Authority yesterday and there are some things we need to do to get the License to Cross.

Councilman Popiolek reported that Scott Smith prepared historical information regarding the proposed Chik Fil A property for the meeting with DEP proving that land was not a natural wetlands. DEP agreed with Scott's analysis and said the ditch can be filled. KEI and Scott are very well respected by the State.

Administration—Clerk Shannon reported on the following items:

- ♦Proclamation for Bill Patton will be on the agenda.
- ♦Production of Barrington on Track—working with Bob McHugh at ArtPress to get this issue out.
- ♦Rabies clinic is set for March 31, 9am-11am.
- ♦LOSAP—Chief Rettinger submitted LOSAP payments for 2015-2017. Resolution will be on the agenda.
- ♦Little League and Softball doing a fundraiser on May 12 and it will be a beef and beer. They will get a social affairs permit but we need a resolution allowing alcohol. Governing body agreed and authorized resolution to be on the agenda.

The Clerk reviewed the following for the agenda:

Introduction of the COLA ordinance to accompany the budget.

Resolutions:

Resolution for submission of 2017 Recycling Grant Application

Resolution authorizing LOSAP payments

Resolution authorizing participation in County contract with Office Basics

Resolution allowing alcohol at Girls Softball complex for fundraiser

Appointing Jacob Greener to the fire department

Authorizing execution of the contract with the police chief  
Supporting legislative action to control gun violence  
Authorizing the Bellmawr shared service agreement for paving  
March bill list

Finance--CFO Moules reported on the following items:

Moules distributed the regular monthly reports. Working to schedule budget meetings with department heads for next week or the following week. She also reported the shared service agreements with Merchantville are ready for renewal. Shannon said the resolution will be added to the agenda.

Council Reports:

Councilman Popiolek—working on the budget review. Don't think there will be any significant issues. There has been recent interest in Mr. Roberts Lumber and also One White Horse Pike. Hopefully there will be movement on both properties.

Councilwoman Harris—Barrington Day back to Shreve Avenue. Little League and Softball are working together. There will be a dunk tank and proceeds will benefit the Sexton Foundation. They represent two young brothers who have an extremely rare disease. Opening Day for baseball is April 7 and Softball is April 14. We are getting information to get new holiday decorations and will include in the budget.

Councilman Beach—working with Eileen to come up with some more events for seniors in town to get them to come out.

Councilman Ludwig—reached out to SBA about meeting with the Barrington Business Association. He has been getting calls from residents regarding building issues. He knows this is not in our purview but he wants to get the information so we can forward to the builders. Met with Denise, Bob and Tim regarding how we spend the vacant property funds. Clerk Shannon reported to Shawn that 5<sup>th</sup> Avenue was evaluated based on the petition from the residents and a letter will be going out to them letting them know permanent repairs will be made and the curbs will be constructed this summer. Councilman Ludwig asked if the resolution for the Clean Energy program will be on the agenda. Clerk Shannon said she forwarded the agreement to Tim for his review and the resolution will be on the agenda.

Councilman Robenolt—everything going well in Public Safety. Met with most department heads to review their budgets. I forwarded to everyone a preliminary grant program for organizations. Three year program starting at \$20,000 first year, \$15,000 for second year, \$10,000 for third year and then program goes away. We also want to meet with the organizations to give them ideas for alternative fundraising. I also plan to ask the other communities to assist with the funding.

Councilwoman Harris reminded everyone about Earth Day and the ABLE food distribution.

On a motion by Councilwoman Harris, second by Councilman Beach, the second public portion was opened. Seeing no public comment, on a motion by Councilman Ludwig, second by Councilman Robenolt, the public portion was closed.

Action Item-Resolution for approval:

Resolution authorizing a closed session for contractual, litigation or personnel matter.

On a motion by Councilwoman Harris, second by Councilman Beach, the resolution was approved with the following poll vote: Popiolek-yes, Beach-yes, Harris-yes, Ludwig-yes, Robenolt-yes.

On a motion by Councilman Ludwig, second by Councilman Robenolt, the caucus meeting was adjourned to closed session at 6:56pm with all members present in favor.

## **Closed Session**

Councilman Robenolt reported Chief Uron has been without a contract since last September and we are 90% done with the language. Denise and Terry reviewed and we made some revisions. We are fundamentally complete. He discussed the proposed salary for the three-year contract. He would like to include a resolution on the agenda authorizing execution of the contract. There is still some language that needs to be revised but it is minor in nature. Tim is just about done with his review as well. Everyone agreed the resolution can be included on the agenda. The resolution will authorize execution of the contract but we won't sign it until the language is finalized. We also won't approve the salary until the contract has been finalized.

On a motion by Councilman Ludwig, second by Councilman Beach, the meeting went back into open session at 7:08pm.

Clerk Shannon reported that a resolution will be added to the agenda authorizing execution of a contract with the Chief of Police.

Councilwoman Harris reported that she is working with Terry to come up with an agreement for all the things that are shared between the Borough and the Board of Education. We need to memorialize all the things and facilities that are shared to protect each other for the future. The fields, the bubble, everything that is shared needs to be in writing to protect the relationship.

Discussion about fire suppression system at girls softball field—Councilman Robenolt said Keith Knight needs to go out to check to see if the system they are looking at will work in that building. Denise said the funding for the project is still available. Councilman Ludwig stated we need to make this happen for them as soon as possible. Councilwoman Harris added we just need to make sure it is done right so it is safe. Councilman Ludwig said he will talk with Keith to make it happen.

Councilman Robenolt reported the Governor declared a state of emergency for tomorrow so the declaration will need to be signed by the Mayor. OEM will take care of that.

Seeing no further business to be transacted, on a motion by Councilwoman Harris, second by Councilman Beach, the meeting was adjourned at 7:15pm.

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