

BOROUGH OF BARRINGTON

CAUCUS MEETING MINUTES, Wednesday, June 6 2018, 6:00pm

Councilman Popiolek called the meeting to order at 6:00pm with the reading of the Sunshine Notice. He led all present in the Pledge of Allegiance.

The Clerk called roll and the following were present: Councilman Popiolek, Councilman Beach, Councilwoman Fawley, Councilwoman Harris, and Councilman Robenolt. Mayor Klaus was absent and Councilwoman Ludwig will be late. 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 Robenolt, the first public portion of the meeting was opened. Seeing no f public comment, on a motion by Councilwoman Harris, second by Councilman Robenolt, the first public portion was closed.

Discussion Items

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

- ♦DOT announced funding opportunities for transportation set-aside projects and they will review and make a recommendation.
- ♦Commerce Drive—we provided project funding breakdown to Ms. Moules.
- ♦2016/17 Capital Improvement Program—met with Councilman Ludwig, Mike Ciocco and Denise to review funding.
- ♦Wish upon a Star Playground—majority of concrete work complete, paving contractor will be there Friday. Equipment install will start on Tuesday.
- ♦Copley Road—contract awarded to Diamond Construction. Work will begin June 18.
- ♦Safe Routes to Schools—we will meet with Cross County Connections in July to work on the application. Deadline is August 23.
- ♦USDA slip-lining project—waiting for approval from Turnpike Authority. Then we can go out to bid.

Clerk Shannon added that we are working with Ron Oppermann on the camera security system installation at the playground. Server was installed at BGSL Clubhouse which will also provide WIFI at the playground. We will post signage so visitors are aware and can use.

Councilman Popiolek asked if there has been any movement regarding the Carpet One punch-list and Greg responded there has not been any movement.

That concluded the engineer's report so Greg left the meeting.

Administration—Clerk Shannon reported on the following items:

- ♦Animal Cruelty Officer—Chief Uron recommended we appoint Mike Minardi. Resolution will be on the agenda.
- ♦Appointment of Brian Schneider as Assessor—resolution to reappoint to second four-year term will be on the agenda retroactive to April, 2017. He will then have tenure.
- ♦Grand opening for Playground—will be meeting with Playground Committee to set the plans. Councilwoman Harris said Renee already booked the Game Truck, the inflatables, the face-painter.
- ♦Assessment software—have been using VITAL software for 30 years. It is still DOS-based. Brian is part of a company that developed new assessment software. He needs to contract with one municipality so he can get state approval. Cost will be the same as what we pay VITAL and first year will be free. Resolution authorizing agreement will be on the agenda.

Clerk Shannon reviewed the following for the agenda:

Public Hearing and adoption of Ord. 1089, Fire Prevention inspection fees

Introduction of the ordinance prohibiting flag lots, ordinance amending Chapter 128, Zoning, for the overlay zone of redevelopment plan and ordinance amending Chapter 95, vacant property registration.

Resolutions:

Referring certain matters to the Planning Board
Appointing the municipal humane law enforcement officer
Appointing Brian Schneider for a second four-year term
Chapter 159
Cancelling old escrow balances
Cancelling old street opening escrows
Cancelling stale grant balances
Authorizing pay rates for concrete services
Resolution to renew liquor license
June bill list

Finance--CFO Moules reported on the following items:

Review of monthly financial reports—all expenditures still in the black. Detail of overtime report for police department was reviewed. Revenues are all on track. Audit review meeting is on the 7th at 4:30pm. There are no findings. There was a change in a statute pertaining to claimant certifications so we will need to develop a new policy. There were also some changes regarding electronic payments. We participated in a webinar but we will probably only do on a limited basis. However eliminating the claimant certification will be of value because of the amount of time spent chasing purchase orders.

Review of capital projects requests—the list of submissions was reviewed. After some discussion, it was determined that more information is needed before the list can be finalized. We will reach out to some other towns to see if they would like to share any of the equipment. We also need to identify which of the concrete projects will actually be done this year. We also need to know how much the firehouse roof will be. Denise will follow-up with CCIA regarding the roof and Public Works will contact the other towns to see if they are interested in sharing any of the equipment including the street sweeper and the Jet-Vac. Once the list is finalized, we can introduce the bond ordinance in July.

Council President Ludwig arrived at 6:48pm.

Council Reports:

Councilwoman Harris—Barrington Day was cancelled due to weather. Will move to July 7 to coincide with grand opening of the playground. May 20 was Rails to Trails event and it was well attended. We are exploring a trolley event that would start in Oaklyn and make stops in each town including Audubon, Heights and Barrington. Old Rail posted a sign saying because of the governing body, they could not participate in the Rails to Trails event because they cannot open until noon on Sundays. Clerk Shannon responded that has always been the case—nothing was changed. We can introduce an ordinance to allow them to open at 10am if the governing body wants. After more discussion, it was decided we will introduce an ordinance allowing bars to open at 10am and it will be on the agenda. Councilwoman Harris reported the July 3 parade will line-up at 6pm. Also she would like the group to consider allowing phone participation in a meeting if someone cannot be there. Solicitor Higgins said it needs to be included in the rules of council. He will send over sample language for review.

Councilman Ludwig—there are times when department heads are working outside regular work hours. He was concerned if they are covered by worker's comp if they are working outside regular hours. Clerk Shannon responded that she confirmed with the JIF that anyone who is working outside regular hours are covered under workers compensation. He then reported he will be in Washington on

Tuesday and wanted to make sure the concrete services resolution will be on the agenda. He is anxious to get the program going.

Councilman Robenolt—he was presented with a letter from the Public Safety department heads which he will review with the committee. It pertains to the fireworks. Councilman Ludwig asked if the color guard groups will be at council and Wayne said he will make sure they are aware. He will get contact information to Terry. He will also get the list of awards they won to Terry for the proclamation.

Councilman Popiolek—we had a team meeting with the engineer for Chick-Fil-A. They will be going before the P-Z-C committee this month. They expect to go before the Planning Board in August. He also thanked everyone for their participation in the Memorial Day services. It was a very nice event.

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

Resolution for approval: Resolution 6-2018-60, Authorizing a Closed Session for the Purpose of Discussing Contractual, Personnel and/or Attorney/Client Privileged Matters. On a motion by Councilwoman Harris, second by Councilman Robenolt, the resolution was approved with the following poll vote: Popiolek-yes, Beach-yes, Fawley-yes, Harris-yes, Ludwig-yes, Robenolt-yes. Resolution was approved.

Seeing no further business to be transacted in public, on a motion by Councilman Popiolek, second by Councilman Ludwig, the meeting was adjourned to closed session at 7:17pm.

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