

BOROUGH OF BARRINGTON

CAUCUS MEETING MINUTES, Tuesday, February 4, 2020, 6:00pm

Mayor Harris called the meeting to order in council chambers at 6:00pm with the Sunshine Statement announcement. She led everyone present in the Pledge of Allegiance.

The Clerk called roll and the following were present: Councilman Drumm, Councilman Beach, Councilman Hanson, Councilman Cerrito and Council President Robenolt. Councilman Ludwig was absent. Also present Solicitor Tim Higgins, Eileen Holcombe, Secretary, CFO Denise Moules and Clerk Terry Shannon.

First Public Portion—on a motion by Council President Robenolt, second by Councilman Hanson, the first public portion of the meeting was opened. Seeing no public comment, on a motion by Councilman Hanson, second by Councilman Drumm, the first public portion was closed.

ENGINEER'S REPORT—Greg Evans reported on the following

Action items—voucher No. 1 and change order No. 1 for the clerk's wall will be on the agenda for approval. We will also have the grading plan ordinance ready for introduction.

Greg then reviewed the following items on the Engineer's report:

We expect to hear about the Camden County Open Space grants soon and we will continue to apply for Wish Upon a Star Park.

The CDBG applications are due on March 2 and the resolution will be on the February agenda. We will apply to continue to make handicapped improvements to the VFW including the ramp along with the senior program.

The capital improvement program will be bidding that for your March meeting. We will meet with Mike Ciocco and Councilman Beach to tour your roads and will develop a capital improvement report for your consideration. We are aware of the conditions at the intersection of Russell and Richards and the photos we received are bad. It requires some work. Mayor Harris said she was notified that the County is planning to do Clements Bridge Road from Page to the White Horse Pike this spring.

Clerk Shannon said people are concerned about the number of signs that will be on Mercer Drive for the speed humps. Greg responded that we have revised the plan so each hump has a sign on both sides and there will be warning signs at the beginning and the end of Mercer alerting motorist that there are seven speed humps ahead. This took it from 28 down to 16 signs. Councilman Beach questioned the number of humps and Greg explained that they have to include the whole length of the street—you cannot do only certain blocks. Beach asked about four-way stop signs and Greg responded that you have to meet certain warrants and they cannot recommend that.

Clerk Shannon asked about the cars parking on Third Avenue in the first block of Clements Bridge Road. It creates a hazard when you turn from Clements Bridge onto Third as you often have to stop because of oncoming traffic. She wanted to know if it is possible to shift the center line and move the lanes over a little to allow parking on one side. It would move the traffic over a little so you don't have to stop after making the turn. Greg said it is a County road and he will look into it. We should also make sure the yellow curb is painted properly.

Mayor Harris said concerns have been expressed about parking for the Tonewood project. She asked if Page could be made "Do Not Enter" in the one direction coming from Atlantic. That would prevent cars from going in there to park. We also want to keep cars out of the small area parallel to Atlantic.

Greg said he would look into and get back to the governing body. It was suggested that all the available parking lot areas be distributed to their patrons.

CLERK'S REPORT—Clerk Shannon reported on the following

- ♦Shredding event has been scheduled for May 9. In addition to the public bringing documents for shredding, we will be shredding a lot of municipal documents as well.
- ♦Update on lawsuit filed by MT Construction—Solicitor Higgins responded it is settled. That is the reason for the amendment to the grading plan ordinance. A resolution authorizing the settlement agreement will be ready for the agenda.
- ♦Therapy goat registration—the registration filed by the Cedar Avenue resident is something that anyone can do online. You can just go on the website and register your “therapy” animal. We spoke to ACO and he said the only two animals identified as true therapy animals are dogs and miniature ponies. He suggests we stick to our ordinance and unless the resident can prove this is a bona fide therapy animal, we should notify him he has to remove the goats. After some discussion, it was determined we will have the enforcing officer let him know he has to get rid of the goats.
- ♦Republic litigation—Camden County is asking us to participate in the litigation they have against Republic. We have not had any recycling loads rejected so far so the question is do we need to join and spend the money. Higgins said he is not aware of any other towns that have gone into the litigation. After some discussion, it was determined we will not join the litigation for now.
- ♦Archiving of social media—we are required to maintain social media postings according to the guidelines established by the state. There is a company called Archive Social who is already working with 300 municipalities in New Jersey. To archive our pages would be \$200 per month and that would cover all of our social media pages. This will be included as a request in the 2020 budget. Also, after some discussion, it was determined we will make our Facebook page an information out page only and not allow the public to post to our page.
- ♦CDL Clearinghouse—this is a federal program where all CDL drivers will be entered into a federal database so an employer can verify that CDL drivers have not received any violations in any other state. Mike has registered all of our drivers in the program. There is a new policy that we have to adopt as part of our personnel policies. Mike and I are reviewing and will run by Tim and will then submit to the governing body for review and approval.

Council agenda review

- Ordinance 1119, fees for recycling buckets, will be on the agenda for public hearing and adoption.
- Introduction of the 2020 salary ordinance along with the amendment to the grading plan ordinance.

Resolutions on the agenda are as follows:

- Change Order No. 1—tax office security wall
- CDBG project description form
- Authorizing SSA with Gloucester Twp for Brine agreement
- Contract with Pyrotecnico for fireworks show (\$13,000)
- Authorizing MT Construction settlement
- Renewing the SSA with Tavistock for office support services
- February bill list

CFO's REPORT—CFO Moules reported on the following

Denise reviewed the budget reports and account balances along with police overtime. We are still in the black even though we are operating on the temporary budget. The USDA loan is in the home

stretch. It looks like March will be when the final project will be done and we will start the process to close out the loan. It will have to go before the Local Finance Board.

The budget requests have been sent to all department heads including their capital requests. We will set the dates for budget meetings after all the information is in. We plan to introduce in April. The tax collector is pregnant and due to leave in April so we are introducing the 2020 salary ordinance before she leaves so she can calculate all the retro pays. She met with the finance committee and made changes as requested. The police chief's contract has expired so he was removed along with the paid firefighter as we are waiting for his contract to be settled. We also adjusted the minimum wage as required by law. It is recommended that the second half of the salary for the zoning consultant be given to the two individuals handling zoning. We also changed the range for the Fire Alliance inspectors as requested by the Fire Marshal. We can also make any necessary changes later in the year if needed.

Mayor Harris stated we are grossly under other towns in what we charge for apartment inspections. We went over a new plan with Denise that would increase our rental inspection fees. We are considering going from \$50 to \$100 per apartment annually. Most of the annuals have already been done so this will impact next year more than this year. We were considering \$75 for this year and \$100 for next year. This is still being evaluated and will be discussed further.

Denise reported we met last week with our financial professionals and the finance committee to evaluate our debt position and going from temporary financing to permanent financing. We had a 2005 debt drop-off in 2019. The goal is to keep debt payments as level as possible. Interest rates between temporary and permanent financing are very similar right now. Delco would like to extend their payment schedule for the redevelopment project beyond the ten years and the cost of going to permanent financing could be split with them which is around \$50,000. There are a lot of moving parts but we are looking to do a closing in June-July. More information will follow as we move forward.

COUNCIL REPORTS

Councilman Robenolt—Office Kelly has submitted retirement papers so we would like to appoint Tyrell Thomas to full-time employment. The governing body approved and a resolution will be added to the agenda. We will also be interviewing to advance someone to corporal the following month. We are working on the budget and are working on some things with the Fire Alliance budget as well. The fire department wants to donate fire gear to the Gloucester County Fire Academy. A resolution will be added to the agenda for that as well. Solicitor Higgins added that he heard from another guy at the State who said they are reviewing our shared service agreement and ordinance for the Alliance and will get back to us with their recommendations.

Councilman Drumm—asked if he has to abstain from the appointment of Tyrell and Solicitor Higgins responded that he does not. He only has to abstain from anything that has a direct impact on him. Mike said he received information from the Mayor about different grant programs for green initiatives. He is reviewing and will meet with the committee. One idea is to purchase reusable shopping bags with our logo on them to give out at town events. Mayor Harris said she also gave Mike a copy of a resolution the County did banning plastic grocery bags to consider. Clerk Shannon suggested that the Green Team be resurrected so we can continue with Sustainable Jersey. Mike said he is working towards bringing the Green Team back to life.

Councilman Beach—we talked about that we will now be purchasing brine from Gloucester Township. We sent the letters out to all the residents on Mercer Drive. He will be touring with Greg and Mike this Saturday to look at our roads. Our senior bus drive stepped down so we posted the job on our website. We will be going out to bid for trash collection as the contract expired.

Councilman Hanson—Recreation Committee had their first meeting and decided to continue with the Harvest Fest. We will be shortening it a little bit. We are having an event on February 16 here with hot cocoa and snowflake crafts for kids. It is called "Up to Snow Good" and will be 1-3pm in the council

room. Barrington Day will be May 16. Working on finalizing our calendar for posting on all media. July 4 celebration will be on July 2. July 3 is the official federal holiday so we are going with the 2nd. Mayor Harris—added Mike Drumm to Project Save updates. Julianna Oppermann was selected from over 300 essay writers to receive a “Young Achievers Award” from Freeholder Young at our council meeting next week. Her essay was read in Trenton on Martin Luther King Day. Also please make sure you are meeting with your department heads so they are kept up-to-date. Make sure you communicate with them and let them know when I email them, I expect a response.

There was discussion about when businesses move into town and we don’t know about it. There was a recent problem with a MMA facility back on Second Avenue and we had no idea. If you see a new business move in, make sure to tell someone so they can be inspected and make sure the facility is legal. The MMA had an audience with over 150 kids in attendance and the Fire Marshal had to shut them down. We would also like to be able to implement some kind of commercial CO inspection program but it is not permitted by statute. Solicitor Higgins he will work on getting some kind of program together that can be adopted by ordinance. We need to be able to inspect in some way when commercial properties sell and when new businesses move in as tenants as well.

On a motion by Councilman Drumm, second by Councilman Robenolt, the second open public portion was opened.

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

Councilman Hanson added they are bringing back student government day on April 24. He is working on getting a plan together and more information will follow. He is waiting for more input from the department heads.

Seeing no further business to be discussed, on a motion by Councilman Beach, second by Councilman Hanson, the meeting was adjourned at 7:42pm.

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