BOROUGH OF BARRINGTON CAUCUS AGENDA
Wednesday, November 4, 2026, 6:00pm, Council office

MEETING CALL TO ORDER/SUNSHINE NOTICE/FLAG SALUTE Mayor Hanson

ROLL CALL: Beach _____ Beyer _____ Cerrito _____
Drumm _____ Mercado-Miller _____ VanBernum _____

DISCUSSION ITEMS

Engineer Report

- Review of Engineer's report – Action Items:
  - Quotes for On-Street Parking along Shreve Ave
  - Voucher No. 5 and Change Order 4 – Austin Ave Improvements Phase IV
  - Resolution for Safe Routes to Schools Grant Application
  - Stormwater Control Ordinance in accordance with DEP Requirements
- Review Engineer Projects

MOTION TO OPEN **MOTION TO CLOSE**
1st PUBLIC PORTION _____ _____ **PUBLIC PORTION** _____ _____

Public - state name and address for the record. Public comment is limited to five minutes per person.

ADMINISTRATION

Personnel Manual – Every few years the personnel manual is evaluated to update information to coincide with the collective bargaining agreements and incorporate JIF requirements. Here are recommended changes:

- Remove the option for advance pay. Borough employees are paid on a weekly basis and direct deposit is offered.
- Include language in the manual that a letter of resignation is required when an employee resigns.
- Sick Leave Policy – include for non-contractual full-time employees the option to accrue sick leave not to exceed 675 hours. (AFSCME)
- Update Vacation Leave Policy to correct removal of vacation time for over 25 years of service.

2025 Audit – the exit conference for the 2025 audit was held on October 27th. There are no findings, just a few items for discussion. Resolution to accept the audit is scheduled to be included on the agenda.

COUNCIL AGENDA REVIEW

Ordinance for Introduction:

- Amending Chapter 296, Stormwater Control Amendments for Major Developments
- Adoption of 2026 Non-Condemnation Redevelopment Plan – Version III
- Chapter 360 - Cannabis Clarification Ordinance
- Chapter 360 - Cannabis Regulations 2026 (C-2 and M-2 Districts)

Ordinance for Adoption:

- ORD 1250 Amending Chapter 123, Animal Licensing Period
- ORD 1251 Adding Article XIII, Chapter 339, Electric Vehicles

Resolutions for approval by consent agenda: *preliminary—more may be added.*

- Award/Reject On-Street Parking Lines – Shreve Ave Improvements
- Change Order No. 4 Austin Ave Improvements Phase IV
- Authorize Safe Routes to Schools Application
- Planning Board Referral Resolution - Cannabis Ordinances
- Chapter 159 – Items of Revenue
  - Donations for Senior Programs - $210.00
- Authorize Cooperative Agreement with Omni Partners
- Authorize Contract under Omnia Partners for Amazon Business purchases
- 2026 Budget Transfers
- Accepting 2025 Audit
- Implementing a Fair and Open Process for Selection of Various Professionals
- Authorize Transfer of Tax Sale Premium - $2,300
- Authorize Cancelation of Contract Balances
- Resolution to approve the November bill list
- _____

FINANCE

- Monthly Attachments provided through October 31, 2026: 2026 Budget Expenditures

2026 ANTICIPATED REVENUE

Revenue Source	2026 Budget	Collected as of 10-31-2026	Anticipated Balance
Fees and Permits	30,000.00	27,170.02	<2,829.98>
Fines and Costs - Municipal Court	37,000.00	38,206.71	1,206.71
Interest and Costs on Taxes	50,000.00	38,510.74	<11,489.26>
Interest on Investments (As of 10-31-26-2026)	25,200.00	42,252.71	17,052.71

The Best Practice Questionnaire was submitted on October 27th. This year the Inventory consists of seventy (71) questions addressing core competencies (39), best practices (16), and unscored survey questions (16).

The questions cover the following topics:

• Personnel	• Financial Administration	• Lead Remediation	• Procurement
• Technology	• Ethics	• Transparency	• Historic Preservation
• Budget	• Capital Projects	• Redevelopment	• Emergency Services
• Shared Services	• Tax Collection	• Environment	• Insurance

• Historic Preservation • Hospital Contribution

The following Core Competencies / Best Practice questions were answered no for the following reasons:

- Annual Financial Statement not filed prior to March 10th. It was filed on March 24th. (Q02)
- Formal document with 5-year budget projections is not maintained. (Q08)
- Formal policy regarding budget surplus is not adopted. (Q09)
- Surplus balance was at 18% of appropriations rather than 20%. (Q10)
- Utilized one time revenue that was over 10% for Capital Improvement Equipment. (Q11)
- Charging station has not been installed on borough property. (Q18)
- Formal policy for Hybrid vehicle is not established. (Q19)
- All Governing Body members did not submit Financial Disclosure Statements. (Q20)
- Cash flow analysis is not provided quarterly. (Q27)
- More stringent policy for CTC Surety Bond is not required based on JIF recommendation. (Q29)
- Court Surety Bond policy established through SSA with Oaklyn. (Q30)
- Union “Side Letter” or “Side Bar” Agreements are not posted on the Borough website. (Q69)

To receive a full December state aid payment, we would need to score at least thirty-four (34) points. Barrington’s score is 40.5 points and will not lose any 2026 state aid.

●COUNCIL REPORTS

●MOTION TO ADJOURN: _____ _____ All in favor: _____ Time: _____