

The following are notes, not official minutes. For an official transcript, go to the Delanco Municipal Building at 770 Coopertown Rd.

Township Committee 11/23/09

Devinney, Hinkle, Templeton, Fitzpatrick, Jass

Also Present: Mr. Schwab, Acting Township Administrator, Mr. Heinold, Twp.

Solicitor; Janice Lohr, Municipal Clerk; Karen Zimmermann, Deputy Municipal Clerk, Township Engineer; John Fenimore, Public Works; Chief Sacalis, Delanco Police Chief

2010 CENSUS COMPLETE COUNT COMMITTEE

Fitzpatrick: At least meeting, I asked Steve and Mike to contact their members. Any responses? Fern, you are here for that.

Lohr: I want to get those who are here this handout.

Fitzpatrick: I will do it. Mark, Steve, Thom –

Lohr: The Complete Count Committee is to promote and get the word out so that everyone completes the census questionnaire. It's really important. Based on our population which has changed drastically since last census...Federal funding for grants and other projects depends on the population. Committee members can alleviate concerns among people who are hesitant to fill in the questionnaire. In the handout... you can do mailers, have a census day, work with the churches and different community groups. The count includes citizens and immigrants whether documented properly or not. It's important that we get everyone counted. Seniors may need help getting the form filled out. People who live in the districts can talk to those in their areas. The form is a simple one. Questionnaires will be mailed out in March 2010. We can have special meetings, or a day for help, some contact numbers... You have to think of all different ways to reach people. Last time, we feel there were some groups in town who didn't get counted.

Fitzpatrick: If you volunteer, we would set up a meeting here other than a Township Committee night. We would have one general meeting and then meet in our district so that one person isn't doing the whole area. That way you really don't have so much to do. We will send a flyer through school and put it on the website. We can have the census people here on a Saturday afternoon.

Devenney: When do you see this encouragement happening?

Fitzpatrick: Meeting in January. Flyer in February to let them know that we will be checking back with them. . By then we should have a meeting set up with the census people. Date for completion...

Lohr: April 11. Maybe we could get some cheap banners.

Fitzpatrick: We can miss out on grants...

Devenney: It's what counts for your representatives

Fitzpatrick: Questions?

From the public...

-signs on 7-11 bulletin board

-lettering on banners needs to be big enough

Templeton: What does the Complete Count Committee actually do?

Fitzpatrick: Encourages people to participate.

Ouellette: Sounds like there is a follow up in June or July by census people with people who didn't turn in the form.

Lohr: Committee is to promote the census.... census parade is mentioned. It's to encourage returning the forms.

Fitzpatrick: If you are walking delivering a notice, people in your area know your face. It's PR for the census.

PRESENTATION – JIF SAFETY COMMITTEE –Templeton

Templeton: I'm the representative to the county JIF fund – self-insured fund that provides workman's comp and liability insurance to municipalities. Two-thirds of the cost of premiums is through workman's comp claims. Safety is an important factor to keep your employees healthy and keep costs under control. It doesn't just for public works or police. It applies to office staff lifting files. Claims roll back to towns. In JIF's eyes, we are good customers with a great safety record. It doesn't take much for that to change. From Township Committee, it's important for employees to understand that safety is most important. The employees are the safety managers on-site. Their call should be final.

Schwab: Each municipality forms a safety council- in Delanco Chief Sacalis, Karen Zimmerman, John Fenimore, Bill Dillenbeck. JIF has standards and makes awards based on points earned by township. Safety is a full-time job that needs support from the top of the organization.

Zimmerman: (showed poster): We have to have and accomplish two safety goals each year. We are doing "file of life" – it is a magnetic minifolder that goes on your refrigerator and has your health history available for first responders. The second goal was to have a monthly newsletter for employees. Marie does the newsletter every month. Everyone is encouraged to participate in it. We got our mid-year safety report – a point system. Our end of the year report is due Dec. 7. There are only a couple of little areas where we lack – EMS job-site observation reports – drills weren't in writing. Then we will be in total compliance. Our goal is the gold. Most people don't realize how much time is involved in reports in all of the departments. It's a lot of work. A lot of towns have three or four people doing this. We just have me and the departments do their own.

Sacalis: Documentation is what they want. File of Life card – medical information, blood type, recent surgeries, allergies, medical insurance, preferred hospitals, religion. It's strongly recommended to make copies.

We have gotten \$1200 bonus back from JIF to purchase safety equipment. P-95 masks this year for cold and flu season. We're going to keep them in patrol cars, at the windows in the building, and some to EMS. Spray – 90 pathogens in 30 seconds – body fluids – eyes, ears, nose, mouth – 99% effective.

Fitzpatrick: Newsletter is so informative that I've taken it to my office to share with our staff. I take them to senior meetings as well. It's an added plus that our township is doing this.

Hinkle: How is File of Life being distributed?

Zimmerman: Taken to seniors, Marlene to take to Newton's Landing . We only have 1000

Jass: take to churches?

Fitzpatrick: Yes. We could give some to school so nurse could give to parents whose students have problems.

Resident: If you are giving them to the whole town, we would have something to offer when we walk around for census.

Devenney: 1.92 claims in Delanco vs. 4.4 average claims per year.

Jass: Thanksnewsletters are great. I used the information where I work.

COMMENTS – TOWNSHIP ADMINISTRATOR

- Memo went out for budget – spending freeze – can't spend over \$250 without coming to me; anything over \$1000 comes to Township Committee

- Almost all of the budgets for 2010 are in.

-Shared service study for municipal court. Worked with administrator in Edgewater Park. Conclusion that Delanco could save costs in other ways – only one court night a month here is more cost effective than combining courts. Consulted with judge and Chief Sacalis. Going through the process taught us a lot about our costs.

COMMENTS - DEPARTMENT HEADS

1. Police

-Prescription medication collection. Six people came in with medication – got large bags. 9500 lbs. of drugs were collected throughout the state.

Fitzpatrick: Next time we need to put it in the paper.

2. Public Works

-Leaf season is trying; we're on our second half. My main goal is to get them off the streets in town so people can park for Thanksgiving. You have no idea the debris that people put out. I will have to talk to John Brown – he has stones in his. People put brush on the bottom of the leaves. They put in wire. We're going for volume. We will be down 4-5 times before Christmas. Lots of problems with people not following the brush thing.

-Removed 40 trees for Shade Tree this year. I know they have some money left over. Hoping to start in January, I won't have a list and will be more efficient if a tree needs to come down.

-Helping police with shelving for POSHA.

-Went to convention. Discussion of regionalization and taxation.

-new chipper came in – lot of new safety things on it – speed and bar. Will take up to 15 inches. We can do a small tree.

-Storm drains at The Columns. I talked to the contractor down there.

Fitzpatrick: Want me to contact Randy Cherkis?

Fenimore: Big stones. They didn't even put a filter fiber in the drain.

Templeton: They built a stone wall around the drains.

Fitzpatrick: Are they overflowing?

Fenimore: Yes. I talked to Dave.

Fitzpatrick: I will email Randy tomorrow.

Jass: There is pre-construction description of what you have to do.

Fenimore: Who puts stone in the middle of the street?

Fitzpatrick: Will you check on the light at Gateway? It's been out a month.

3. Municipal Clerk

-Recycling on Friday this week. This Monday is the last Monday trash pick-up and then we have pick up once a week on Thursday. John, are there businesses or schools we should notify?

Fenimore: Schools

Fitzpatrick: I announced to seniors.

Fenimore: How much do we save?

Fitzpatrick: \$24,000 a year.

Fitzpatrick: I'm sure some people aren't going to know. Should we send a flyer to the schools?

Lohr: I did ask the office staff to get that done.

Zimmerman: We did that.

COMMENTS - TOWNSHIP COMMITTEE

Devenney: No comment

Fitzpatrick: Did you get this letter from Adler regarding Firefighter grants?

Devenney: I haven't seen that.

Templeton: Fire Commissioners meet tomorrow night.

Hinkle:

-Shade Tree training session

-Thanks to John

-Read a letter from Bridge Commission - will extend Burlington Avenue Streetscape paying for planning, engineering, and project management.

-Highway department will help John at Boggs Ditch - I'd like to change the name. It used to be 5-6 ft deep - now it all silt. We're working on it.

Fenimore: DEP has grants for Stormwater Management. That would be a good project for that.

Hinkle: What we need is to have it all done and have maintenance done all of the time.

Fitzpatrick: We will have more complaints with Creekside.

Templeton:

-Debris sucked up in leaf vac. That's putting public works personnel at risk. Residents need to be aware of that.

-Library Board meeting - state and county funding was cut by \$5500

Fitzpatrick: I think we should send a letter to the county. We sent \$136,000 to the county. I will definitely send a letter.

Templeton: State mandates a certain number of subscriptions. What they are providing doesn't pay for that.

Environmental Advisory Board – Eagle Scout prospect wants to do a trail in the Dunes. Tentative Plan on Dec. 5 to meet with Mr. Fenimore and talk about some ideas. If Township Committee would like to develop a use policy for day time use. ..

Fitzpatrick: I suggested that Boy Scouts should do projects and come before the Township Committee.

Templeton: I let them know that. At present, the Dunes are a closed area.

-Street lights – letter that Ed and I had composed – can that be posted?

Fitzpatrick: We just need George's report.

Templeton: It's just asking for public input.

Fitzpatrick: Just making sure that what we put up is something that can be done. Need to dot our i's and cross our t's .

Templeton: Missing the point. This is an opportunity for citizens to get involved to reduce costs.

I know that you have introduced a policy that everything that goes on the website has to be approved by you.

Fitzpatrick: That's right. until we have an administrator. Joan and I didn't read it that way. We need to have the report first. Denton's report was thorough – Newton's Landing can't be turned off since some are owned by the Homeowners' Association. I'm done with that discussion. (banged her gavel)

Jass: When we do the census, we can incorporate that.

Templeton: I find it odd that you control what two committee members put on the website.

Jass: I think the suggestion regarding the letter was great, but we don't have all the answers.

Templeton: I find it odd that two elected committee members can't put out a letter to the public on the website.

Jass:

-Saw induction of Jennifer Esposito to state board.

Hinkle: What is her title?

Templeton: Parliamentarian. On Dec. 7th meeting, if Township Committee would agree, I would like to have her come to the meeting.

Fitzpatrick: We may want to do that at Reorganization.

Jass: I have pictures too and will see what Jen likes.

-DYSA –last soccer game is Thanksgiving

-Dec. 4 Santa parade and tree lighting –

-Dec. 12 @ 6 Carriage ride at Mansion – admission \$3 – asking for a canned good.

-NJ Sustainability – We are region 6 – other aspect

-Historic Preservation has a display case for Municipal Building – Does Township Committee have any objection?

Fitzpatrick: Great idea. Good way for people to view items.

Fitzpatrick:

- Board of Ed meeting – costs for out-of-district student- \$52,632 to Juvenile center. They may be there until they are 21. Residents aren't aware of the expenses that are mandated.
- Met with Boyer – working on contract between school and library
- VFW 75th anniversary
- Submitted student's name to Governor's Excellence Program (DEP) - She won an Honorable Mention to be presented at governor's mansion.
- Township Committee held off on raises for 2009 and said we would revisit in November. We do have the funds and employees will receive 2%.

I left at this point.

Maureen

CONSENT AGENDA:

RESOLUTION 2009-142 PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S. 40A:4-87 CHAPTER 159, P.L. 1985)

RESOLUTION 2009-143 ENABLING AGREEMENT WITH STATE OF NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION, GREEN ACRES PROGRAM FOR DELAWARE AVENUE WATERFRONT PARCELS AND RELATED AUTHORIZATIONS

PAYMENT OF BILLS
 ACCOUNT AMOUNT
 GENERAL \$139,098.30
 PAYROLL 61,920.62
 CAPITAL 590.13
 TRUST 16,480.75
 GATEWAY PK BRICK FUND 321.00

APPROVAL OF MINUTES – 10/5/09
 APPROVAL OF DEPARTMENT REPORTS

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MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS
 MEETING CLOSED TO THE PUBLIC
 CORRESPONDENCE
 DISCUSSION ITEMS:
 ADJOURNMENT

Submitted by Maureen Barrett