

The following are my personal notes, not official minutes. For official minutes, see the Delanco Township website or visit the township offices at 770 Coopertown Road.

TOWNSHIP COMMITTEE MEETING – November 14, 2011

ROLL CALL: Hinkle, Jass, Templeton, Fitzpatrick – Lord was absent

Also Present: Mr. Schwab, Twp. Administrator; Mrs. Martin, Deputy Municipal Clerk; Mr. Denton, Township Engineer, Mr. Heinold, Township Solicitor, Chief Sacalis, Delanco Police; Mr. Fenimore, Department of Public Works

SPECIAL PRESENTATIONS AND RECOGNITION

RESOLUTION 2011-109 – HONORING DR. JEFFREY A. COHEN

RESOLUTION 2011-110 – HONORING PETER SIVERBERG

RESOLUTION 2011-111 – HONORING ALICE SMITH

RESOLUTION 2011-112 – HONORING BARBARA TOWELL

RESOLUTION 2011-113 – HONORING DAN FRITZ

PRESENTATION – STATE MANDATED CHAPTER 125 POP AND FLEXIBLE SPENDING ACCOUNT PLANS – Randy Hamilton, Aflac and his regional manager Darlene (missed her last name)

Hamilton: As of June 28, all NJ employers must make Section 125 programs and flexible spending accounts available on a pre-tax basis. It lowers employees' income so they have more buying power. Helps municipalities since they aren't paying FICA etc on that money. Aflac has been offering benefits to Delanco employees since 2006. Aflac normally charges a set up fee and a per employee monthly fee, but is waiving this fee for 2012. After that, Aflac can choose to put the fees in effect - \$5/person/month. If you choose to make a debit card program available to them it would cost an additional \$1 a month. The township would be charged a minimum of \$50 if there were fewer than 10 employees using the flexible spending accounts.

Darlene: With Chapter 78, you are mandated to do something. That's why Aflac decided to waive fees for municipalities and help out. Flexible spending accounts – education needs to be available so people understand it. There is some exposure to employer and employee. You can also make dependent care available. You don't have to make anything available that they haven't already put in the account. Nonreimbursed medical has other rules

Fitzpatrick: When you set up the account, the funds come from the township. Isn't that the responsibility of the employee? How does the township recover that?

Darlene: There will be a limit of \$2500 in 2013. When an employee makes an election, say \$2400. The employer takes \$100 a pay. If the employee doesn't use the money, the township gets it. Money is to be set aside by employee for predictable expenses. Employees need to think ahead. Employers – if someone elects for \$2500 and takes their child for braces the next day, you have to make the \$2500 available to the employee. There is no recourse.

Hamilton: If they leave and there is a remaining balance, you can't go after them.

Jass: After the first year, it's \$5/month. Is the \$50 a month the minimum that they can put in?

Hamilton: No, that's the minimum fee the township pays for us to manage that.

Darlene: In the first year, consider whether or not you want the debit card. You don't have a balance in the account to have the card. Most of these accounts don't have cards. At the end of the account year, you will have some extra to start the year because people will leave

money there. People need to understand that they sometimes will have to substantiate a claim.

Fitzpatrick: I wonder how they could issue the debit cards. It's like a trust account. I work in a law firm. You have to justify the expenses. We would be doing the reimbursing after the fact if there was a card.

Darlene: It debits their account. The drugstores are great now. When you swipe a card, it separates out what they will pay. Then we don't need everything substantiated.

Lohr: The card isn't preloaded with money. That's what we were told.

Darlene: The township sets up the account. Aflac can write checks only on that account.

Aflac substantiates every claim for eligible charges during that plan year.

Fitzpatrick: I don't think we should do a debit card.

Hamilton: For the user it's easier, but not for you. I don't recommend the debit card.

Jass: How does the employee get reimbursed?

Darlene: Can fax or scan the claim. Will be processed within 48 hours.

Hamilton: Can get direct deposit too.

Templeton: What's Aflac's position between the employee and the patient care?

Darlene: We've been doing it for many years. The challenge with using the healthcare provider, it's not friendly to something else. If you change plans in the middle of the year, you're out of luck.

Templeton: How often does that happen?

Darlene: I tried to help a township that changed in the middle of the year. It was a lot of work.

Templeton: Out of the 16 plans the employees have to deal with, none of them offer this?

The medical system is enough of a pain to deal with. It seems like another layer.

Darlene: Chapter 78 says you must provide it. If there is a fee, you are responsible for it.

Lohr: Of the 16 plans, only the high deductible 1500 plan has it. If they join that, they can't participate with FSA. With the HSA on the high deductible, township has to provide \$300 for the employees' non-reimbursed charges.

Hamilton: So they are charging the township and the employees to pay.

Darlene: I couldn't address the fact that major health plans may or may not cover it.

Hamilton: I haven't recommended it since your employees don't have high deductibles so far.

Fitzpatrick: In this environment, plans are being changed and not just on the anniversary date.

You aren't locked in for a year. We experienced that in my office.

Hamilton: In the private sector, employers continue to shop for benefits and change for savings.

Darlene: Aflac's programs are user-friendly. It won't matter if you change providers.

Jass: Does the client get a monthly report?

Darlene: Yes, once they are enrolled, we confirm the election and the social security numbers. Starts with zero balance account. Once a month, Aflac send a statement to the township to let you know who you are sending checks to.

Jass: Then it becomes the township CFO's responsibility to let (missed the rest of this)

Templeton: How much information is on that report?

Darlene: Just the amount and when it was paid.

Templeton: It doesn't say what it's for.

Darlene: No.

Hamilton: They can call in too.

Templeton: List of ineligible things – whose list is this?

Hamilton: IRS

Templeton: No Long-term care, no (missed this)

Darlene: No

Jass: If someone is out on disability and is enrolled, they can still utilize the account?

Darlene: Yes, if someone leaves, they can access the remainder

Lohr: Who prepares the 5500 report? And we do the discrimination report.

Darlene: Aflac. You have to request it.

Templeton: What is the discrimination test?

Darlene: No more than 25% total can come from the highly compensated employees.

Templeton: It's an economic discrimination.

Darlene: Yes

RESOLUTION 2011-114 AUTHORIZING THE ESTABLISHMENT OF A SECTION 125 CAFETERIA PLAN FOR EMPLOYEES

RESOLUTION 2011-115 AWARDING A CONTRACT FOR ADMINISTRATION OF IRS SECTION 125 POP AND FLEXIBLE SPENDING ACCOUNT PLANS TO AFLACWINGSPAN SERVICES

Voted on together

Jass: Because it is mandated.

Templeton: I have no choice but to say "yes." It's backwards as far as I'm concerned.

Passed unanimously

ORDINANCE 2011-27 REPEALING AND REPLACING §60-1 AND §60-2 OF CHAPTER 60 OF THE DELANCO CODE

*2ND READING BY TITLE ONLY AND PUBLIC HEARING

RECEIPT OF CONSISTENCY REVIEWMEMO FROM PLANNING BOARD

Lohr: Two minor modifications were recommended.

Heinold: Concerned with the first change. We should amend and continue public hearing on amendment only.

HEARNING OPEN TO THE PUBLIC – no comment

Continued to December 5th.

COMMENTS – PROFESSIONALS

Denton:

-Pennsylvania Ave complete except for punch list items

-Field of Dreams – waiting for Verizon to relocate their wires. Preparing punch list for contractor to complete before end of construction season. He will reseed and fertilize in spring.

Jass: John had pointed out lights.

Fenimore:

-Hickory Street drainage – report this week

-Rivers Edge –(missed this)

Heinold:

-Filed suit relative to RiversEdge naming developer and contractor. Small section of paving was done. We are moving forward.

COMMENTS – TOWNSHIP ADMINISTRATOR

-Best Practices recommendation – codification - \$10,000 to finish our ordinances so we don't accumulate two or three years worth. Asked for authorization to contract with General Code to do that.

Templeton: How have we done it in the past?

Schwab: (missed part of this) We'd like to get all of it in the book at this time of year.

Motion passed unanimously

-JIF dividend \$23,780 – choice is to get a check or a credit. Recommending credit which helps in terms of the cap. Doesn't need a formal resolution.

Motion passed unanimously

-Notice from state – body armor distribution \$1200

-Update on waterfront park – you authorized Recreation Commission up to \$17,500. Shade Tree bought trees and they are planted. Bids \$16,365 for concrete work including pads, path, and tearing down the wall. Purchase order is being authorized. Suggested to them that they present to you regarding the furniture they want to buy ideally within the state contracts and move forward. Could be authorized in December. If they need quotes, it will be January.

Big tree is going to stay there.

Fitzpatrick: Are they having a professional trim that tree?

Schwab: Yes

Fenimore (asked Mark from Shade Tree): Did they take core samplings?

Mark: Problem with the core sampling is it opens the tree to disease. The big ash tree was looked at by an arborist. He recommended keeping it. It's about 150 years old.

Fenimore: My guy was sweeping and one of big limbs came off and onto the Columns.

Fitzpatrick: Right now it's a hazard. It needs to be trimmed. If that fell on someone...

Mark: Dead tree on Willow that is more of a hazard.

Schwab: Negotiating for replacement of copier/printer – many years old. Good prices now.

-Assessors report in.

-Cancel \$10,000 to repair sinkhole. Other funds were found - lower price. Helps with the budget.

COMMENTS - DEPARTMENT HEADS

1. Police

-Oct 19 – 22 pounds of old prescription drugs were collected. State is trying to work a system with a lock box unit where residents can drop them at any time.

Jass: Would we be charged to come and get the drugs

Sacalis: No

-Camera – discussion of adding a mobile camera and a permanently mounted system – got two quotes. No monthly fees. Holds 60 days of data.

-Nov. 2 – NJ Transit problems – little cooperation with transit police so far. Meeting in Southampton. 2 ½ hours. Lack of presence on trains and platforms. They only have one officer from Burlington to Camden. NJ Transit offered support in high crime areas.

Fitzpatrick: They need to beef it up. When they solicited, they said it wouldn't affect our police.

Sacalis: We asked for access to live feed from their cameras. They were adamant that we wouldn't at first, but it will go to the communications center. NJ Transit won't pay for it. It has taken 2 weeks to get a video back from them. Two detectives in Camden watch the cameras all the time. They will now be able to burn a DVD.

Fitzpatrick: They won't fund anything. They are the hardest department to deal with.

Templeton: We had every police car in the area at Delanco Station after the shooting.

Fitzpatrick: Riverside has had tremendous problems.

Sacalis: Commendation for two Delanco officers for their work.

-Presbyterian Church is doing the Code Blue program for homeless after it is a certain temperature.

Jass: Can we get senior ID's. Residents have asked.

Fitzpatrick: Sheriff's department had done that at a senior meeting.

Sacalis: We don't have the equipment.

Fitzpatrick: We can have them come to the senior meeting.

Schwab: County has to do it or they won't be accepted.

Jass: There are some people who don't drive.

Sacalis: If you have a group of people, it may be possible to have them come down.

2. Public Works

-Stop signs were put up

-Removed 4 trees; planted 2

-finished grading compost

-after Sept brush pickup, there were 32 more stops. Today, there were 6 more. If someone calls up, they can put it out for Christmas tree pickup. Putting it out now will collect leaves and look like an eyesore.

-Put salt spreader on.

-Cut butterfly bushes at the park.

-Looked at recycling and trash at Rivers Edge. I need a flyer because lots of people aren't recycling or are including plastic bags.

Fitzpatrick: If you have something prepared, send it to me and I will send it to the managing agent. She will bring it up or distribute it.

Fenimore: You can't tell who put it out because of the way the driveways are.

Jass: Poison ivy on the tree on Hickory.

Fenimore: I'm aware. I cut it down every year. It's the only tree on the outfield.

Templeton: Trees that went on Zurbrugg waterfront. Where did they come from?

Fenimore: Shade Tree

Mark: We got five – 3 went to Zurbrugg

Templeton: Is there a way to get a bigger tree?

Mark: The ball was big.

Fenimore: That's the normal size tree. When you plant a tree in a wire basket, it goes through the wire.

Mark: One is a sycamore due to historical significance, white oak – in a hundred years they will be huge.

Templeton: It will be about then. It would be good to get a bigger tree to start when you start a park.

-(to public) Please don't mix leaves with other debris – trees and metal. It's a safety issue for Public Works employees and it damages the equipment.

Fenimore: It's a good thing we use the blower.

Fitzpatrick: When we do leaves or sweep the streets, it seems like people put out more leaves or don't move their cars. Some towns put up signs as to where they will be working.

Would that help you?

Fenimore: Schedules are good if you can keep them. The loader moves quickly. As per Stormwater Management, we have to be around within ten days. We don't have a good map

of Delanco. We're going to do sections. Right now I'm behind. The leaves haven't fallen yet.

3. Municipal Clerk

-159 vaccinations at the rabies clinic. Ran out of certificates – a record year.

COMMENTS - TOWNSHIP COMMITTEE

Hinkle:

-Shade Tree won't be meeting for the next two months.

-Mock election winners will be here next week. Their speeches were fun – theme was to save the trees. All talked about the food in the cafeteria. Thanks to Janice and George and all the staff for working with the forty students.

Jass:

-Recreation – Santa Parade and Tree Lighting –first weekend in Dec. (missed the date)

Carriage Rides Dec. 10 at 6

Santa around town – Dec. 17

-Historical Preservation – showed DVD of the event – it's on the township website – YouTube

-Dunes Subcommittee- Parcels for the ROSI list – compost will be excepted. Identified portions that would be included on ROSI list. Doug and Scott have prepared the map. Resolution will be during the next meeting.

Heinold: We covered all the issues and cleared up the gray area making sure that the recreational area is designated.

Templeton:

-Dunes – been a long time and lots of people on past committees and boards have been involved – lot of effort from lots of folks. We've covered all the legal bases from DEP so uses can coexist. Thanks to those who helped.

-Police blotter on the township website gives a good view of what goes on in this town and what the police are doing. Shows impact of drug and alcohol abuse in our community.

Fitzpatrick:

-Mock election – attended speeches. Interesting to see how they react. They weren't directed in any way. Every one of them mentioned Shade Tree.

-Attended fire house meeting

-Attended Boy Scout court of honor – recognized the leaders. My father went through this troop.

-Letter of support that Edgewater Park had requested. Did you find any violations?

Schwab: No, Dave reviewed. Mike went out and looked. All their drainage goes into basins. Any debris would fill the bottom. No evidence that any debris was coming out the pipe in the ditch.

Fitzpatrick: Linda requested copies of violations, but their weren't any.

-Fire House –Saturday night – Fundraiser – Comedy Night

-Toys for Tots – collection at school, 7Eleven and firehouse – unwrapped gifts. Ends Dec. 8

-Request for Gateway Park for Nov. 26 wedding.

Hinkle: Forgot – Diane Allen came to talk to the students when they were here.

I left the meeting at this point. Maureen

CONSENT AGENDA:

RESOLUTION 2011-116

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 2011-117 AUTHORIZING CHANGE ORDER #1 FOR THE NJ DEPARTMENT OF TRANSPORTATION PROJECT FOR PENNSYLVANIA AVENUE SAFE STREETS TO TRANSIT PROJECT

RESOLUTION 2011-118 REFUND OF TAX OVERPAYMENT

RESOLUTION 2011-119 TO EXTEND SOLIDWASTE COLLECTION CONTRACT WITH SOUTH JERSEY SANITATION THROUGH THE HISTORIC RIVERFRONT NEIGHBORHOOD SOLID WASTE COLLECTION PROGRAM

RESOLUTION 2011-120 RESCINDING PRIOR RESOLUTION 2011-089

RESOLUTION 2011-121 APPOINTING EMERGENCY MANAGEMENT COORDINATOR (Mark Schmitt)

RESOLUTION 2011-122 APPOINTING DEPUTY EMERGENCY MANAGEMENT COORDINATOR (Jennifer Salvado)

RESOLUTION 2011-123 APPOINTING DEPUTY EMERGENCY MANAGEMENT COORDINATOR (William Reutter)

PAYMENT OF BILLS

ACCOUNT AMOUNT

GENERAL(CURRENT) \$1,242,798.72

PAYROLL 137,395.93

TRUST 172.50

DOG TRUST 283.84

PUBLIC DEFENDER 337.72

UNEMPLOYEEMENT FUND 1,039.46

RECREATION DEVEL 1,905.00

ACCUMULATED ABSENCES 5,051.32

APPROVAL OF MINUTES – 9/19/2011, 10/3/2011 & 10/17/2011

APPROVAL OF DEPARTMENT REPORTS

APPROVAL OF CONSENT AGENDA

CORRESPONDENCE

MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS

MEETING CLOSED TO THE PUBLIC

OLD BUSINESS:

1. SOLAR FARM PROPOSAL (tabled from previous meeting)
2. NEW/AMENDED REGULATIONS FOR SHADE TREE PROCEDURES (tabled from previous meeting)

DISCUSSION ITEMS:

1. REQUEST FOR HANDICAPP PARKING SIGN - 615 Hickory Street
 2. 2012 REORGANIZATION DATE
 3. PROPOSED HVACMAINTENANCE CONTRACT FOR MUNICIPAL BUILDING
 4. PROPOSED ORDINANCE AMENDING THE TOWNSHIP CODE AT CHAPTER 216 GOVERNING "PARK AND PUBLIC PROPERTY REGULATIONS"
 5. PROPOSED ORDINANCE AN ORDINANCE AMENDING AND SUPPLEMENTING SUBDIVISION, SITE PLAN AND ZONING CHAPTERS 91 AND 110 IN VARIOUS NAMED SECTIONS OF THE ORDINANCES ENTITLED PART II LAND USE PROCEDURES OF DELANCO, TO IMPLEMENT 2009 MASTER PLAN RECOMMENDATIONS

 6. PROPOSED ORDINANCE AMENDING THE TOWNSHIP CODE AT CHAPTER 222 GOVERNING "PROPERTY MAINTENANCE" AND CREATING CHAPTER 183 GOVERNING "GARAGE SALES" AND CHAPTER 190 GOVERNING "GRAFFITI"
- ADJOURNMENT

Submitted by Maureen Barrett