

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 – December 19, 2011

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

Also Present: Mr. Schwab, Twp. Administrator; Mrs. Lohr, Township Clerk, Mrs. Martin, Deputy Municipal Clerk; Chief Sacalis, Delanco Police

ORDINANCE 2011-29 TO AMEND “AN ORDINANCE OF THE TOWNSHIP OF DELANCO PROVIDING FOR AND DETERMINING THE RATE OF COMPENSATION OF OFFICERS AND EMPLOYEES” 2nd READING BY TITLE ONLY AND PUBLIC HEARING HEARING OPEN TO THE PUBLIC FOR ORDINANCE 2011-29 – no comment HEARING CLOSED TO THE PUBLIC FOR ORDINANCE 2011-29  
Passed unanimously

#### COMMENTS – TOWNSHIP ADMINISTRATOR

-received assessor’s monthly report

-State has a timetable regarding budgets We need to introduce our budget in February or first meeting March and adopt by April 20 or meeting after that. Therefore, Jan.30 should be a workshop session as advertized. There is a requirement to put on paper non-recurring revenues and structural budget imbalances. This sheet needs to be advertized with budget. Changes in assessed values due to appeals need to be included as well. There needs to be an additional analysis. It adds to the township workload. These items are in addition to what we agreed to do as part of Best Practices.

-Proposal from Qscend to update the website to allow it to be a mobile website - \$5000. Governing body can determine it is satisfactory as it is or look into improving and having a Township Committee member join in evaluating it.

-State of NJ adopted a national government cooperative for purchasing. Board of directors made up of largest municipalities in the country. They are writing specs for what they need and include a box that vendors can check to indicate that they are willing to offer the same price for other government bodies and non-profits. Vendors commit that they will match a lower price. State says if you buy through them, it counts as being under state contract so we qualify to not do sealed bids. Number of specialty things – benches and tables for waterfront park, for example. Once you sign up(free), you can look online for what you want.

Motion passed unanimously

#### COMMENTS - DEPARTMENT HEADS

##### 1. Police

-Lt. Desanto attended leadership school – one of 18 from the south section

##### 2. Municipal Clerk

-email from solicitor for authorization for appraisal for property that is in tax appeal. He would like authorization to engage McCullough for \$700 for appraisal if

it goes to tax court.  
Motion passed unanimously

#### COMMENTS - TOWNSHIP COMMITTEE

Lord:

-Library will change its hours in January – no Saturday hours due to being charged for having a stationary engineer on Saturday. M and F 10-6 T/Thurs 1-8. Same number of hours per week. School has stated that the library needs a black seal engineer on premises when the boiler is running. Per hour charge was mid \$30 range.

Jass: Will that be November through April ?

Lord: Mid October through mid April

Jass: Will the new hours be 12 months?

Lord: Yes

Templeton: Was that a budget issue for the school board?

Lord: Board won't absorb that cost.

Jass: Spoke to Mrs. Benke. School board changed insurance companies.

Hinkle:

-my committees didn't meet. Wasn't at Sewerage.

-Happy Hannukah and Merry Christmas

Templeton:

-Joint Insurance Fund tomorrow

-Busy, full year. We've accomplished some things.

-Happy, safe holidays. See you in a few weeks.

Jass:

-Attended Santa Parade and carriage rides - well attended . Sold 300 tickets. Rec is going to have additional carriages last year.

-Attended library on Sunday – 17 children made gingerbread houses. Emily Smith did a wonderful job.

-Historic Preservation – Martha Fletcher family display.

-Happy holidays to all! Accomplished a lot and will do more next year. We have a great team.

Templeton:

-Back to the library – we need to figure out something to try to get those hours back on the weekend. People need access to a public library. Closing that down shuts off a segment of our population that really needs to have that. People use the computers there.

Jass: Katrina can count the number of people who use it on a Saturday.

Templeton: We have the good fortune to have a library in walking distance. If the doors are locked on the weekend, it's inaccessible.

Hinkle: Maybe we can get some answers so they don't lose any more time.

Lord: It's \$2900. Looking at grant sources.

Jass: I heard that they were looking at every other Saturday.  
Barrett (from public) Too confusing for the public to keep track of what Saturdays it would be open.

Schwab: Less than \$3000.

Jass: Thom will reach out to the school board on this issue.

\*\*\*\*\*

CONSENT AGENDA:

RESOLUTION 2011-134 AMENDING AND CORRECTING SALARIES OF EMPLOYEES WITHIN DELANCO TOWNSHIP

Schwab: This is to be sure that everyone who has been paid is covered by ordinance – turnover, different jobs, hired for summer rec etc.

RESOLUTION 2011-135 BUDGET APPROPRIATION TRANSFERS

Schwab: Routine

RESOLUTION 2011-136 AUTHORIZING CONTRACT WITH FIRST JERSEY MUNICIPAL ASSISTANCE, LLC

RESOLUTION 2011-137 AUTHORIZING ESTABLISHMENT OF FLEXIBLE SPENDING ACCOUNT AND AUTHORIZING SIGNATURES ON TOWNSHIP CHECKS FOR THE SECTION 125 FLEXIBLE SPENDING ACCOUNT TRUST

Jass: Medical spending – Aflac

Lohr: Two employees elected to do this

PAYMENT OF BILLS

ACCOUNT AMOUNT

GENERAL(CURRENT) 50,195.56 PAYROLL 61,136.49 CAPITAL IMPROVEMENT

9,981.08 TRUST 15,831.75 PUBLIC DEFENDER 150.00 DOG TRUST 60.00

ACCUMULATED ABSENCES \$26,685.40

APPROVAL OF MINUTES – 12/5/2011

APPROVAL OF CONSENT AGENDA – Passed unanimously

\*\*\*\*\*

CORRESPONDENCE - none

MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS

MEETING CLOSED TO THE PUBLIC

Hinkle: Back to something on the police thing – What is the difference between theft, a robbery, and a burglary?

Sacalis: Theft – bicycle Robbery – gun or threat Burglary – from a dwelling

Thefts and domestics are the highest. And they are growing as the years go by.

Hinkle: Playground fire...

Sacalis: Two have been charged

Hinkle: Hard to believe they could melt that plastic.

Templeton: Looking on the internet at playground fires...rubber base material gets an incredible fire. I went out to look at the damage. I wonder if wood would be safer despite the splinters.

Jass: Criterias for school and Rec could be to look at fire retardant materials.

Templeton: It's a tire fire and they are notorious. I wonder if there is a mechanism for the township to recover the cost of that.

#### DISCUSSION ITEMS:

Resolution in opposition to rate increase requested by New Jersey American Water

Hinkle: Resolution was requested by the freeholders. I think we should do that.

Resolution 2011-138 in opposition to rate increase requested by NJ American Water. Passed unanimously

#### ADJOURNMENT

*Submitted by Maureen Barrett*