

The following are my personal notes, not official meeting minutes. For official minutes, please go to the Delanco Municipal Building, 770 Coopertown Rd.

Delanco Township Committee February 11, 2013

Present: Fitzpatrick, Ciancio, Templeton, Jass, Dillenbeck

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

#### COMMENTS AND REPORTS:

##### TOWNSHIPADMINISTRATOR COMMENTS

-Tax Assessor's report was distributed by email to Township Committee

Budget meeting will follow this one –

##### DEPARTMENT HEADS

###### 1. Police

-Eagle and Falcon Sts.– 4 way stop should be left there as it's been there five years; people are used to it and there is a playground

-Contacted Dave Perry (Verizon) with contact information to get access to street

-Kick-off breakfast for JIF Safety

-Nancy Bray received a JIF Award for her dedication to the safety of employees. She arranged safety meetings for employees – Public Works and Crossing Guards. Mr. Templeton nominated Mrs. Bray.

###### 2. Public Works

3. Municipal Clerk -none

##### COMMENTS - TOWNSHIP COMMITTEE

Jass:

-Attended JIF breakfast

-Attended EMS banquet – nice to see the awards that the Explorers receive. We need new younger members.

Dillenbeck:

-Attended EMS banquet. Thanks to Kate for giving awards.

-Thanks to Kate for contacting Dietz Watson about hot dogs

Templeton:

-Working on Dunes case. Heinold has depositions this week; researching for him.

-Congrats to Mrs. Bray – Safety tips for community as well as employees. Big impact from her work. Nice to see her recognized

-Thanks to committee and employees. Had a loss in the family and appreciate thoughts and expressions of sympathy.

Ciancio

- Joint Land Use Board -Ice cream shop Rancocas and Burlington – variance denied Rancocas Station crossing approved.

-Saw Mrs. Bray recognized.

-Attended Washington Fire Company and Delanco Emergency Squad banquet.

-Compliment to Public Works department on an excellent job clearing streets during last

Fitzpatrick:

-Met with Mr. Cherkis to tour carriage house at Zurbrugg. Coming along. Should be done in a month or so. They will use it for sales office for townhouses. If anyone is interested in seeing the progress, give Randy a call. Where the garage was, they left the original brick.

-Attended Fire and EMS banquet. Township Committee recognized members with plaques this year.

-Letter from Doug to ask for letter in support of bill approved by assembly (proposed by Conaway, Singleton, and Riley) to monitor impact of dredging the Delaware River. Diane Allen will support in the senate. League of Municipalities will support this bill.

-Reminder that Saturday is vote for Fire Commissioners budget from 2-9

-Senior meeting tomorrow. School jazz band will perform.

MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS - none

MEETING CLOSED TO THE PUBLIC

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CONSENT AGENDA ITEMS

CONSENT AGENDA: RESOLUTION 2013-47 APPROVING RELEASE OF PERFORMANCE BONDS, UPON CONDITIONS, ON RIVER'S EDGE DEVELOPMENT

RESOLUTION 2013-48 SPECIFYING THE SALARIES OF CERTAIN EMPLOYEES WITHIN DELANCO TOWNSHIP

RESOLUTION 2013-49 AMENDING CHAPTER 295-40 GOVERNING "STOP INTERSECTIONS"

RESOLUTION 2013-50 AUTHORIZING SETTLEMENT AGREEMENT WITH F&P CONTRACTORS, INC.

Resolution 2013-51

RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF WILLINGBORO FOR THE PROVISION OF ANIMAL CONTROL SERVICES

PAYMENT OF BILLS

<u>ACCOUNT</u>	<u>AMOUNT</u>
GENERAL	\$33,927.07
PAYROLL	31,971.49
TRUST	2,900.00

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APPROVAL OF CONSENT AGENDA -Passed unanimously

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REPORT ON RECEIPT OF BIDS FOR PROPERTY REVALUATION AND HYBRID REASSESSMENT

Revaluation: Appraisal Systems - \$132,998

Professional Property Appraisers - \$160,900

Hybrid Reassessment:

Appraisals Systems - \$69,245

Professional Property Appraisers - \$103,827

Schwab: Bids for revaluation and hybrid reassessment. Price was the same. Rebid. Same two vendors, but there was a significant difference for hybrid. The assessor and solicitor need to spend more time to review. Conference call tomorrow.

Concern if number is too low, can the company actually provide the service? If the numbers were closer, we'd do a point system of evaluation. Next meeting of Township Committee is March 4; County Board of Taxation meeting is March 5.

Fitzpatrick: On top of the low bidder, we would still have to pay our assessor.

Schwab: Joe's costs would be an additional \$43,000 for hybrid and 33,000 for revaluation. Purpose of hybrid is that the assessor does more of the work.

Company would do the evaluation and more of the administrative work. Joe offered to take on more responsibility and save money.

Fitzpatrick: It's \$20,000 difference if we went with the low bidder.

Schwab: There's only a difference of \$10,000 in non-contract costs. Can the low bidder do what Joe needs them to do for the price they quoted? Joe thought it would be about \$120,000. We have to look at the low bid carefully, but time is a problem. We need to do it right. You will see reports.

Templeton: County is holding firm that this is what we have to do.

Schwab: Because it's been more than five years, you have to do the field work. After that, we can do the maintenance so we don't run into this in the future. We weren't

Fitzpatrick: At 115%

Schwab: Assessed revaluation down by

Templeton: This is just a math problem. Spending \$130,000 to solve it seems like a waste. When Mr. Raymond was here, said prices tend to increase. There is no mechanism for correction when the values are going in the other direction. It would seem that for towns like us.

Fitzpatrick: Especially since we just did it in 2006-2007. Most towns only do it every 10-15 years. Spent near \$200,000

Templeton: Just finished paying the bill.

Lohr: \$150,000

Schwab: Alternative is not to do it and see what sanctions would be issued. As Mike said, if we could have just cut 30% three years ago...that option wasn't taken or may not have even been available then.

Templeton: We paid off \$42,000 in 2009 as the last payment on the revaluation as the last of five payments.

Schwab: Interesting that this number is half of that.

Templeton: I hoped they had changed their mind.

Fitzpatrick: Maybe they would kick in to pay the bill.

## MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS

There were none.

## 2013 MUNICIPAL BUDGET PREPARATION REVIEW AND PRESENTATIONS CORRESPONDENCE ADJOURNMENT

Recreation Commission representatives (McFadden, Quinn, and Lohr) were present. Summer camp increased from 1/2 to full day. Trips every Wednesday. Salaries are funded through registration; no burden to township.

Schwab: In the past there were two lines – salaries split out. Now the salaries are part of the registration. If you add what we paid for salaries last year, what they are asking for now is \$2000 different from last year. All the accounts were consolidated last year. Last year's funding was cut. They spent against the account. They want you to see that next year they will have used up all of that. At that point 90% will have to come from budget. They are planning ahead.

McFadden: This is a two year budget.

Jass: (missed this)

McFaddon: Five week program.

Lohr: Five weeks due to maintenance, SAC, they can only give us a five week program. Worked well this past summer.

Ciancio: Same number of summer concerts?

Lohr: One after Labor Day was eliminated. There have been great increases in cost from some of the bands we have been using. We aren't bringing all of them back. There will be seven concerts.

Fitzpatrick: Still charging you the \$600 for seniors.

Schwab: \$17,000 available. They are proposing to authorize \$13,400. Their budget is \$23,000. Next year at this time, they will need to run \$23,000 to run the same stuff.

Fitzpatrick: They used to get \$32,000

McFadden: We used to get \$35,000

Dillenbeck: After the parade...

McFadden: Everyone leaves after the parade. Used to have a softball game.

Dillenbeck: The firehouse has an open house after the parade.

Jass: Could announcement be made after the parade?

Fitzpatrick: Could be in the flyer.

Templeton: Is there a way to have the parade outside of the hottest time of the day? I know we're boxed in by ...

Quinn: American Legion has other ceremonies.

Jass: Church services start at 11

Templeton: (For Bob Stewart) is there anything creative other towns do in terms of recreation funding?

Stewart: They look at the surplus.

Templeton: Should they have a surplus?

Stewart: It's proper for them to have one. I wouldn't zero it out.

McFadden: We pay ahead to lock in programs for the next year. We don't get township money until after the Memorial Day parade. We have to pay until then.

Schwab: You will need to ask for your money sooner.

Stewart: You might budget for what they may get down the road, so in future years, it won't impact on your cap.

Fitzpatrick: If they don't use it,

Stewart: It gets canceled.

Schwab: The more miserly they are now, the more it will hurt later in terms of cap. This is a place to add a few thousand dollars.

Dillenbeck: I say let's do it.

Library Budget – Board members Naylor, McLaughlin, and Barrett were present.

Mayor: The idea for a trial period to try having the library open on Saturdays.

Naylor: A trial session might not work, should just be permanent. Switching the hours and days is confusing to the public and makes it hard to schedule events. We really miss our library on Saturdays.

Mayor: I think a lot of people don't know about our library or use it.

Barrett: We have double the amount of checkouts and requests since 2008. People use it to find jobs through the computers. It's important for kids too. If we want to continue to have a literate community...

Mayor: I hope the school will work with us and do half.

Barrett: It will benefit the school too. No Saturday library hours also contributed to an under attended yard sale event.

Dillenbeck: You could bring books to the firehouse.

Barrett: That is a very generous offer. It will require moving hundreds of pounds of books. We spend a day sorting and arranging them prior to the sale. People want to browse through general categories, not look at every book title.

McLaughlin: We're already closed Saturdays in the summer.

Fitzpatrick: So we're asking the school to cover half the costs to keep the library open on Saturdays and we would pay the other half.

Fitzpatrick: We pay a lot of money to the county. I tried to get the county to accept our library as a member, but they weren't accepting new member libraries. Article on Medford's library system. We should work to keep our library open and on its own.

McLaughlin: We try and save every way we can.

Barrett: We apply for every grant that comes our way and every grant we can.

Naylor: We're dependent on what we receive for paying our employees.

Mayor: While you're here and if this goes through, we want the 2<sup>nd</sup> Meet the Mayor - 2<sup>nd</sup> Saturday of June to meet in the library. The library is a very important part of our community and I would like to see it grow. I don't have any objections with what you are asking for.

Ciancio: Do you have volunteers?

McLaughlin: Yes, we have a lot of volunteers.

Jass: You have a really great team there at the library.

Naylor: We're approaching \$60,000 in total budget.

Schwab: \$47,000 of which is from the township.

McLaughlin: Our library staff helps the school librarian. There is also an after school program that benefits the students. The school really benefits from the library.

Mike: As far as inventory, who is getting control?

Naylor: We have insurance on our books.

Jass: I'm asking about organizing or sorting books?

McLaughlin: That situation has improved.

DYSA was represented by Chris Clarke, Treasurer

Jass: I have a lot of questions.

Clarke: I carried over from previous year and the additional \$12,000 is what we might be paying this year for field use and recreation. Rent to pay the fields. Field of Dreams. The rough estimate is in the beginning for spring sports. They only anticipated the fall sports. Spring soccer is the only one not included. We have clean ups and volunteers who go out there and try and clean up all the branches on the fields. The pitcher's mound may need to be redone. It needs to meet certain sport qualifications. That would go under field maintenance.

Ciancio: Question about the grants.

Chris: Last year, we held back in case Field of Dreams wasn't finished in time.

Mayor: The township gives them \$6,000 and it's called the grant money.

Clarke: In terms of banking ahead, how will the new residences affect you?

Chris: It will be more of a help with more families coming in through new residences.

Cianco: In terms of accountability, the worst is hearing stories of employees scamming money, how would you deal with this?

Dillenbeck: Yes how many people sign the checks? How many credit and debit cards are out there?

Clarke: Two people sign the checks, and the president has a debit card. All must be signed out.

Dillenbeck: How about your books?

Clarke: The books are done every month, even every few weeks.

Fitzpatrick: Right, no one just goes out and purchases what they want.

Dillenbeck: What about getting an ambulance on stand by for contact sports, like other townships, in order to take preventive measures toward any injuries that may occur?

Clarke: No, we don't do that, but we do call 9-1-1 right away if there is an injury on the field. The child's parents must provide any medical conditions, allergies, and physician information when the child signs up. The coaches all have that information.

Dillenbeck: What about refreshment stands?

Clarke: This year we have a more dedicated staff toward the refreshment stands. A lot of dedication came from our staff. We made a profit of \$1500-\$2000. It worked out really well.

Old Mayor: Has everyone had their background checks done?

Clarke: To the best of my knowledge. Everyone who is coaching has had a background.

Fitzpatrick: They go through the police department right?

Desanto: Yes we provide a set number.

Clarke: Everyone has background checks done.

Fitzpatrick: What about CPR certification?

Clarke: These are all good questions and I will make a note of all of these.

Dillenbeck: Maybe the emergency personnel could be on stand by there if they had a schedule of events. Not necessarily there with the ambulance but ready to assist.

Clarke: We have some problems with equipment. While we have left over equipment, we need shin guards and helmets. Possibly new equipment bags. New tarp for the dugouts to protect the kids from sitting in the sun.

Clarke: We're asking for \$6,000. We think registration might be flat this spring, maybe some families are having trouble paying the fees.

Fitzpatrick: They are meeting with Rec to discuss charges for field use.

Jass: Does registration pay for uniforms?

Clarke: And it pays for sponsors. They put their business names on the back of the uniforms. They change their names every year, so new uniforms every year. New hats, new shirts. We try to reuse the pants.

Clarke: Parents pay for protective masks, batting helmets...

Delanco Police Department

Desanto: There is a need for additional officers. There was a study done in 2004 and that was the last time there was a steady number of officers. We're at 8 full time officers like we were in 2004 but residential units are still going up. Robberies are up, 189%. Assaults are up since 2004 and domestics too. While the population increases, the number of officers should too. We're up to 6,000 calls per year.

Criminal cases have been fluctuating. We have officers addressing the quality of life issues, which prevent future problems from happening and instills the level of tolerance people can expect from the police. The more officers you have, the more revenue the town gets. More productivity. Not a complete offset.

Cianco: Requesting one full time and one half time?

Desanto: We used to have 10 full time officers in 2006 and 2007 which was in line with the population at the time.

Fitzpatrick: People retired. If you had one full time, would you need the part time?

Desanto: I would reduce the full time hours. I am requesting two full time officers for 2013. One in January and one in June. I have a five year plan.

*I left at this point. It was about 9:45pm*

*Submitted by Maureen Barrett*