

TOWNSHIP COMMITTEE MEETING – JULY 9, 2007

7:00 PM MUNICIPAL BUILDING 770 COOPERTOWN ROAD, DELANCO NJ

ROLL CALL: Devinney, present; Fitzpatrick, present; Hinkle, present; Templeton, present; Ouellette, present

Also Present: Municipal Clerk, Mrs. Janice Lohr;

FLAG SALUTE

Mayor Ouellette led the flag salute.

SUNSHINE STATEMENT

Please be advised that proper notice of this meeting has been given in compliance with the Sunshine Law in the following manner. Written notice has been mailed to the Burlington County Times and the Courier Post and written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

RESOLUTION 2007-98

EXECUTIVE SESSION - PERSONNEL

BE IT HEREBY RESOLVED that the Township Committee of the Township of Delanco in the County of Burlington, state of New Jersey does hereby declare itself to be in executive session pursuant to Section 8 of the Open Public Meetings Act in order to discuss matters of personnel. Subject of said session will be made public when and if the personal privilege of privacy of all personnel is waived.

Motion by Mrs. Hinkle, seconded by Mr. Templeton to adopt Resolution 2007-98

Roll Call: Devinney, yes; Fitzpatrick, yes; Hinkle, yes; Templeton, yes; Ouellette, yes

Motion by Mrs. Hinkle, seconded by Mr. Devinney to return to public session and continue the meeting

Roll Call: Devinney, yes; Fitzpatrick, yes; Hinkle, yes; Templeton, yes; Ouellette, yes

Steve, Corcoran, Township Administrator joined the meeting for public session.

REVIEW OF PROPOSED 2007 CAPITAL PLAN

Also joining the meeting for the review of the proposed capital plan were John Fenimore, Supt. of Public Works; Police Chief Ed Parsons; Robert Hudnell, CFO and Robert Stewart, Township Auditor

MEETING OPEN TO THE PUBLIC

Mayor Ouellette opened the meeting to the public.

Since there were no comments or questions from the public, Mayor Ouellette closed the meeting to the public.

Steve Corcoran, Township Administrator reviewed the various capital items, both currently bonded items and proposed items.

Mr. Templeton asked Mr. Hudnell why there is now a cash flow issue.

Mr. Hudnell explained that the first state aid payment, which is usually received by this time, has not been received by the township.

Robert Stewart, Township Auditor, reviewed the status of the township's note to borrow funds from township funds for the purchase of the Zurbrugg Mansion. A discussion ensued regarding bonding/financing options for the Zurbrugg Mansion, including bond anticipation notes and long term bond financing through the Burlington County Bridge Commission (BCBC) program.

Motion by Ms. Fitzpatrick, seconded by Mr. Devinney to authorize solicitation for bond anticipation notes in the amount of \$1,000,000 for twelve (12) months.
Roll Call: Devinney, yes; Fitzpatrick, yes; Hinkle, yes; Templeton, yes; Ouellette, yes

The next item discussed was the finance/loan agreement with the Sewerage Authority for \$350,000.

Ms. Fitzpatrick noted that this loan agreement was actually for \$342,000 and that the \$8,000 difference should be returned to the Sewerage Authority. The \$342,000 will be paid in equal installments over five years as per the agreement. The first year's payment has been postponed from being due March 2007, to March 2008. Mr. Templeton expressed that he feels that the Township needs to pay its bills when they become due.

A discussion ensued regarding the Township's share of the cost of the installation of the Coopertown Road sewer line.

Mr. Stewart noted that the exact amount of the Township's share of the cost is still unknown as several property owners' payments are still outstanding. Mr. Stewart exited the meeting at this time.

Police Chief Parsons discussed the capital items needed by the police department as shown on the attached schedule and identified which items are mandated by the state.

The Township Committee reviewed the current balances of already bonded capital items and the status of each item.

The Committee agreed to eliminate the request for \$2,500 for office equipment from the police department capital list.

Chief Parsons announced that the police department will be receiving an ATV quad vehicle under a grant promotion, with no cost to the township. Chief Parsons noted that the ATV will improve the department's ability to police areas such as Hawk Island, West Ave. dunes, Pennington Park, etc.

Chief Parson exited the meeting at this time.

John Fenimore, Supt. of Public Works, reviewed the need for various equipment needed for the Public Works Department as shown on the attached schedule.

Discussion ensued regarding the various pieces of equipment requested for the Public Works Department including sharing equipment with other municipalities and/or the county whenever possible. It was agreed that balances under existing bonds for Public Works equipment will be utilized first. Public Works items a, b, f & g in Section 4 on the attached schedule will be financed with existing bond balances.

The Committee agreed to remove items c & d from the Public Works list (Section 4) of requested capital items. Also, item g will be reduced to \$4,500.

Mr. Fenimore exited the meeting at this time.

Mr. Corcoran continued the review of the remaining capital equipment items requested on the attached schedule.

The Committee agreed to remove items d, e f & g under Section 7-Office

The Committee also removed item b under Section 8 – Building

The Committee also removed item a under Section 9 – Recreation

The Committee agreed to finance the following items on the attached schedule with new bonds obtained through the BCBC program:

- 4e Street Sweeper
- 5a Shared Costs for salt shed
- 6a Roof repairs – Mansion
- 7a Tax Collection Software
- 7b Finance Software Upgrade
- 7c Replace Computers (6)
- 8a Interior Safety Glass & Portals
- 8c Correct Roof Drainage

All other items to be procured will be financed through existing current bond balances.

Mr. Corcoran and Mr. Hudnell will meet to have a draft ordinance to amend the current bond ordinances as necessary for the funding changes. Mr. Corcoran will submit the capital items to be newly financed to the BCBC.

Capital Bonding

Discussion Items

1, Bond Anticipation Note — Mansion - \$1,624,000

2. Sewage Authority Loan - \$350,000

3. Police

a. Five in-car Cameras @5,600 - \$28,000

b. In-House Video Interrogation - \$5000

c. Office Equipment - \$2500

4. Public Works

a. V Box Salt Spreader - \$8000

b. Snow Plow for Loader - \$11,000

c.* Tractor for Ball Fields, etc. - \$32,000

d. Truck Mounted Leaf Collector - \$175,000

- e.* Street Sweeper/Storm Drain Cleaner/Vac-All - \$140,000 - \$119,500
 - f. Misc. Equipment/Storage Sheds - \$6,000
 - g. Street Signs & Posts - \$9000
 - h. Storm Drain Covers 200@\$125 - \$25,000
5. Interlocal/Delran*
- a. Share Costs of Salt Shed - \$22,500
 - b. Animal Control - \$13,500 Truck - \$12,500
Motorola Radio - \$1000
6. Mansion*
- a. Roof Repair - \$25,000
 - b. Interior Repairs – (TBD)
7. Office
- a. Tax Collection Software - \$3500
 - b. Finance Software Upgrade - \$3500
 - c. Replace Computers 6@\$1500 - \$9000
 - d. Office Equipment - \$4500
 - e. Courtroom Acoustic Controls - \$10,000
 - f. Courtroom Sound System - \$4000
 - g.* Security Cameras - \$16,000 - \$7000
8. Building
- a. Interior Safety Glass & Portals - \$10,300
 - b. Improve Drainage Basin - \$5000
 - c. *Correct Roof Drainage - \$8500
9. Recreation

a.* Land Acquisition - \$50,000

* - change from previous

Mrs. Hinkle recommended that the Township explore the ideal of having a solar energy system installed at the municipal building. Current heating and AC costs are running approximately \$30,000 per year.

APPOINTMENTS

Motion by Mrs. Hinkle, seconded by Mr. Templeton to appoint Keith Letizio to the Recreation Commission to fill the Alternate #2 term which will expire 12/31/09
Roll Call: Devinney, yes; Fitzpatrick, yes; Hinkle, yes; Templeton, yes; Ouellette, yes

Motion by Mrs. Hinkle, seconded by Ms. Fitzpatrick to adjourn the meeting.
Roll Call: Devinney, yes; Fitzpatrick, yes; Hinkle, yes; Templeton, yes; Ouellette, yes

Janice M. Lohr, RMC
Municipal Clerk
July 9, 2007