

**TOWNSHIP COMMITTEE MEETING – DECEMBER 3, 2007**

7:30 PM MUNICIPAL BUILDING 770 COOPERTOWN ROAD, DELANCO NJ

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

**Also Present:** Twp. Administrator, Mr. Steven Corcoran; Twp. Engineer, David Denton; Twp. Solicitor, Mr. Douglas Heinold; Municipal Clerk, Mrs. Janice Lohr; Deputy Municipal Clerk, Karen Zimmermann; Supt. Of Public Works, absent; Police, Lieutenant Sacalis; Township Planner, Mr. Scott Taylor; Code Enforcement Officer, Mr. Phillip Goffredo (entered at 7:45PM)

**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 published in the January 2, 2007 editions. Written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

**ORDINANCE 2007-14**

**AN ORDINANCE OF THE TOWNSHIP OF DELANCO AMENDING THE FEE FOR THE LICENSING OF DOGS AND CATS**

**2<sup>ND</sup> READING BY TITLE ONLY AND PUBLIC HEARING**

**HEARING OPEN TO THE PUBLIC**

Mayor Ouellette opened the hearing to the public.

1. Jennifer Brustowicz, 1108 Hickory Street, stated that she is opposed to raising the fee for the dog and cat licenses at this time.
2. Debbie Shedaker, 829 Hickory Street, expressed that she also felt the fees for the dog and cat licenses should not be raised at this time.

**HEARING CLOSED TO THE PUBLIC**

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

Committeeman Kate Fitzpatrick commented that at the last two Township Committee meetings, she indicated that this proposed increase was entirely too high because it is more than doubling our current fees. Ms. Fitzpatrick felt that a moderate increase would be acceptable. A discussion ensued with comments from the Township Committee members regarding the fee amounts.

Committeewoman Kate Fitzpatrick proposed that the total increase be \$10.80 with the \$1.20 state fee for a total of \$12.00 and \$15.00 if the animal is not spayed or neutered. The Township Solicitor stated that as a procedural matter; once you agree on an amount, they will have to re-notice the change. The Township Municipal Clerk stated that she will re-advertise the amendment with a public hearing date of December 17, 2007. Mr.

Heinold also stated that as a procedural note; any ordinance that is introduced and not adopted by the end of the year; they have to start fresh after January 1, 2008.

Motion by Joan Hinkle, seconded by Ed Devinney to make the amendments as discussed and public hearing for these amendments will be heard at the December 17, 2007 Township Committee meeting and the amendments will be published accordingly. (\$12.00 for neutered or spayed and \$15.00 for un-neutered or un-spayed animals)

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

**CONSENT AGENDA ITEMS:**

("Consent Agenda items are considered to be routine and will be enacted with a single motion. Any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in full in the minutes.")

**RESOLUTION 2007-140  
SUPPORTING THE *OVER THE LIMIT UNDER ARREST 2007 YEAR END  
CRACKDOWN***

**Whereas**, impaired drivers on our nation's roads kill someone every 30 minutes, 50 people per day, and almost 18,000 people each year; and

**Whereas**, 34% of motor vehicle fatalities in New Jersey are alcohol-related; and

**Whereas**, a enforcement crackdown is planned to combat impaired driving; and

**Whereas**, the season at the end of the year is traditionally a time of social gatherings which often include alcohol; and

**Whereas**, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout several counties to participate in the *Over the Limit Under Arrest 2007 Year End Crackdown*; and

**Whereas**, the project will involve increased impaired driving enforcement from December 7, 2007 through January 2, 2008; and

**Whereas**, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways;

**Therefore**, be is resolved that the Township Committee of the Township of Delanco, New Jersey, declares it's support for the *Over the Limit Under Arrest 2007 Year End Crackdown* from December 7, 2007 through January 2, 2008 and pledges to increase awareness of the dangers of drinking and driving.

**RESOLUTION 2007-141  
AUTHORIZING PARTICIPATION IN THE BURLINGTON COUNTY  
COOPERATION AGREEMENT FOR MUTUAL LAW ENFORCEMENT AID**

**WHEREAS**, law enforcement agencies have the responsibility of protecting lives and property, enforcing the law, as well as keeping the peace; and

**WHEREAS**, extra-jurisdictional sharing of resources and capabilities is the most efficient and effective use of law enforcement assets to protect life and property, enforce the law and maintain the peace; and

**WHEREAS**, a major law enforcement operation may affect more than one jurisdiction which necessitates joint cooperation between law enforcement agencies to best protect persons and property, enforce the law and maintain the peace; and

**WHEREAS**, a proactive approach to addressing crime in our communities is desired;

**WHEREAS**, N.J.S.A. 40A:14-156 and N.J.S.A. 40A:14-156.1 et seq., authorize mutual aid between law enforcement agencies; and

**WHEREAS**, the BURLINGTON COUNTY LAW ENFORCEMENT TASK FORCE has been formed to provide a coordinated multi-jurisdictional approach to fighting crime, protecting life and property in Burlington County;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Delanco, County of Burlington, State of New Jersey as follows:

A. That the Mayor and Township Clerk are hereby authorized and directed to enter into the Burlington County Cooperation Agreement for Mutual Law Enforcement Aid, a copy of which is attached hereto and made part hereof, on the terms and conditions contained herein.

B. That the Delanco Police Department of the Township of Delanco is hereby authorized and directed to execute said Burlington County Cooperative Agreement for Mutual Law Enforcement Aid Agreement on behalf of the Township of Delanco.

C. That the Municipal Clerk is hereby authorized and directed to forthwith file a certified copy of this Resolution and an executed copy of the Agreement with the Burlington County Prosecutor's Office. Said Office shall serve as the central repository and shall maintain a master listing of all Signatory Agencies to this Agreement.

#### **RESOLUTION 2007-142**

#### **CONFIRMING SELECTION OF DEVELOPER'S FEE OVER "IN LIEU" FEE FOR AFFORDABLE HOUSING**

**WHEREAS**, the Township Code of the Township of Delanco provides two separate approaches to address affordable housing upon the event of new construction of less than eight units: (1) a traditional developer's fee under Chapter 60-3, and (2) an "in lieu" fee under Chapter 58-16; and

**WHEREAS**, the Township Committee received a request from a developer of less than eight units to determine which methodology the Township desired to institute going forward; and

**WHEREAS**, the Township Committee received and considered a letter from counsel dated November 5, 2007, as well as hearing from counsel on November 12, 2007 at its regularly scheduled public meeting; and

**WHEREAS**, on November 19, 2007, the Committee, by motion, opted to institute the developer's fee under Chapter 60-3.

**NOW, WHEREFORE, BE IT HEREBY RESOLVED** by the Township Committee of the Township of Delanco, County of Burlington, State of New Jersey hereby formalizes its prior motion reflecting the determination that the developer's fee provided under Chapter 60-3 shall be collected on any development consisting of less than eight residential units with regard to all pending and future construction; and

**BE IT FURTHER RESOVLED** that upon changes in COAH's regulations, the Township reserves the right to further amend its ordinances or alter its approach to respond to any such changes.

**PAYMENT OF BILLS**

<u>ACCOUNT</u>	<u>AMOUNT</u>
GENERAL	\$493,596.58
PAYROLL	72,605.88
CAPITAL	1,200.00
TRUST	1,223.00
PUBLIC DEFENDER	200.00

**GENERAL ACCOUNT – DECEMBER 3, 2007**

23957	ALL INDUSTRIAL SAFETY PRODUCTS	10.35
23958	ARCH WIRELESS	22.55
23959	AMERICAN LAWN IRRIGATION INC	162.05
23960	ATV SAFETY INSTITUTE	465.00
23961	ACCESS PRINTING INC	315.00
23962	CERTIFIED SPEEDOMETER SERV INC	136.00
23963	COLORCRAFT SIGN CO	292.00
23964	CONTRACTOR SERVICE	155.40
23965	COMCAST	210.44
23966	DELANCO TWP BOARD OF EDUCATION	402,190.00
23967	DELANCO FIRE COMMISSIONERS	31,833.34
23968	DELANCO PUBLIC LIBRARY ASSOC	3,460.87
23969	DELL MARKETING LP	3,094.89
23970	EDWARD T MOLINARI, SRA	3,500.00
23971	FORCE FABRICATIONS	1,255.00
23972	GALLS INC	189.69
23973	HAGAN ROSSI FLORIST	23.50
23974	JIM LORINGERS BP	553.33
23975	JENNIFER L ESPOSITO	58.57
23976	MGL PRINTING SOLUTIONS	57.00
23977	NEW JERSEY MONTHLY	19.95
23978	NJ STATE HEALTH BENEFIT PROG	29,473.55
23979	PEDRONI FUEL CO	4,691.17
23980	PSE&G	1,701.12
23981	PAYROLL ACCOUNT	6,489.48
23982	RJS ENVIRONMENTAL LLC	1,950.00
23983	TRUEGREEN CHEMLAWN	212.00
23984	VERIZON CABS	189.40
23985	VERIZON	353.95
23986	VITAL SERVICES GROUP	517.40
23987	KAREN ZIMMERMANN	13.58
<b>TOTAL</b>		<b>\$493,596.58</b>

**CURRENT**

23955	PAYROLL ACCOUNT	40,770.63
23956	PAYROLL ACCOUNT	31,835.25
<b>TOTAL</b>		<b>\$72,605.88</b>

**TRUST**

1948	WILLOW ACRES LLC	1,223.00
<b>TOTAL</b>		<b>\$1,223.00</b>

**CAPITAL**

1515	R & R RADAR INC	1,200.00
<b>TOTAL</b>		<b>\$1,200.00</b>

**PUBLIC DEFENDER**

1050	MAPLE SHADE TOWNSHIP	200.00
<b>TOTAL</b>		<b>\$200.00</b>

**APPROVAL OF CONSENT AGENDA**

Motion by Kate Fitzpatrick, seconded by Mike Templeton to approve the consent agenda.

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

**CORRESPONDENCE – Municipal Clerk – Mrs. Janice Lohr**

• received copies of faxed requests from Anna Lucas for Girl’s State chairperson and Emerson Lucas for Boy’s State chairperson requesting 2008 sponsorship of one male and one female for the Boy’s and Girl’s state program held at different colleges and are requesting funding for one girl and one boy

Motion by Joan Hinkle, seconded by Kate Fitzpatrick to support the Boy’s and Girl’s State program.

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

**PRESENTATION PROPOSALS FOR PURCHASE OF MANSION – Township Administrator – Mr. Steven Corcoran –**

**1. Bach Organization – Ann McIntyre – Chair of Board of Trustees**

Mrs. McIntyre stated that she was present tonight to discuss and answer questions regarding their proposal for the purchase of the Zurbrugg Mansion. They are proposing the Mansion as the premier destination on the Delaware River and the premier destination for the community as well. The Director of Hospitality Training Services has established a training program that will benefit the entire region in the area of culinary training and hospitality. Mrs. McIntyre gave a brief description of their services and the proposed uses for the Mansion. Mrs. McIntyre stated that the integrity of the exterior of the Mansion will remain the same except for the removal of the glass enclosure at the front entrance. Mrs. McIntyre stated that some of the interior rooms will be reconfigured to accommodate their needs and uses.

The Township Committee members asked many questions regarding the proposed programs and uses for the Mansion. Mrs. McIntyre indicated that the Carriage House would become the functioning office and living quarters for the director of their

Hospitality Services Division. The gardens would remain the same. Mrs. McIntyre emphasized that their organization would be involved in the community.

The Township Solicitor, Mr. Douglas Heinold, commented that their funding issue presents somewhat of a catch 22 because the Township is looking to make sure that whatever move they make for the Mansion will put it on the road to a long term success. There will have to be discussion on the funding issues. Mr. Heinold also noted that the applicant was a 501C3 and this does not necessarily translate into property tax exemption in New Jersey. Mrs. McIntyre stated that at the present time, they would not move or ask the Township Committee to exempt them.

The Township Planner, Mr. Scott Taylor asked several questions:

- questioned the transportation services and the busing and asked how they proposed to bring the people into the facility
- asked how many students they would expect at a maximum on a normal daily shift
- how many faculty or instructors present during a normal day
- questioned the restaurant operations

## **2. Alternative Living For Later Years – ALLY**

Blanche Renz, executive director, representing Alternative Living For Later Years gave information about she and Rose Kurtz and their organization. Ms. Renz stated that their organization was incorporated in the State of New Jersey in 1984. Ms. Renz stated that they are a small organization that has been around for awhile and have experience with housing for low income senior citizens. Ms. Renz stated that their homes are group homes with shared facilities.

Rose Kurtz, founder of ALLY, stated that their purpose in acquiring the Zurbrugg Mansion would be to have it structured as a retirement residence for low and moderate income seniors. Ms. Kurtz stated that this special place will be known as the Zurbrugg Residence For Seniors.

There was a brief question and answer period from Township Committee Members and the public. Ms. Kurtz stated that they would finance the purchase through a small mortgage from Wachovia Bank and the remaining amount through the Burlington County Bridge Commission. Ms. Kurtz stated that their organization is not interested in purchasing the Carriage House or the frontage on the Delaware River.

## **3. Mr. Bill Jenkins – Developer-Builder**

Mr. Jenkins stated that the waterfront property would be deeded back to Delanco Township. Mr. Jenkins presented a copy of his plan and proposal and stated that his overall proposal is a condominium association consisting of twenty three units. The units would be owner occupied for sale units with no rentals. Mr. Jenkins estimated the project to cost about five million dollars.

Ms. Fitzpatrick asked if the plans called for any alterations to the front library and sitting room.

Mr. Jenkins indicated that these rooms would be changed.

Several residents asked the applicants questions regarding their proposals.

**COMMENTS – DEPARTMENT HEADS**

**Police Department – Lieutenant George Sacalis – No comment**

**Code Enforcement Officer – Phillip Goffredo**

- received 36 complaints for November
- confiscated two political signs from parties not running in Delanco Township
- posted five notices on properties in violation
- sent out 27 mailings
- no summonses were issued
- 29 cases were closed
- 41 outstanding cases for 2007
- one zoning application submitted and approved

**Municipal Clerk – Mrs. Janice Lohr**

- flyers are available for appointments to local boards and commissions and letters of interest are due by December 7, 2007

**DISCUSSION ITEMS’**

**1. PROPOSED ORDINANCE TO AMEND BUSINESS LICENSE FEES**

The Municipal Clerk, Mrs. Janice Lohr, stated that everyone received a draft ordinance in their packets. A discussion ensued.

- Committeewoman Fitzpatrick stated that the business license fees should be raised
- Committeewoman Hinkle stated that they did a survey of surrounding towns – felt that Delran had the best and they could model after them

Motion by Ed Devinney, seconded by Kate Fitzpatrick to introduce Ordinance 2007-15 by title only on first reading and set public hearing for December 17, 2007.

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

**2. PROPOSED RESOLUTION AMENDING TOWNSHIP’S EMPLOYEE MANUAL**

The Township Administrator, Mr. Steven Corcoran stated that this is a proposed resolution to fill in a current loophole in the present employee manual that addresses the employment of any employee while on sick leave. This resolution would prohibit any outside employment of an employee while on sick leave from Delanco Township

Motion by Joan Hinkle, seconded by Ed Devinney to adopt Resolution 2007-143 amending the Delanco Township employee manual.

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

**RESOLUTION 2007-143**

**RESOLUTION AMENDING THE TOWNSHIP OF DELANCO’S EMPLOYEE MANUAL**

**WHEREAS**, the Township Committee of the Township of Delanco adopted a revised Employee Manual in 2006; and

**WHEREAS**, the Township Committee of the Township of Delanco wishes to adopt a policy prohibiting employees from holding employment while on sick leave, workers compensation or disability.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Delanco, County of Burlington, State of New Jersey, that the following Policy shall be added to the Township's Employee Manual.

**OUTSIDE EMPLOYMENT WHILE ON LEAVE PROHIBITED**

Employees of the Township of Delanco who take sick leave, receive workers compensation benefits or take disability leave benefits are prohibited from holding outside employment, unless approved by the Township Committee as set forth below. If an employee is holding outside employment while on sick leave, workers compensation or disability, the Township shall demand that the employee cease working the outside employment. If the employee continues to remain employed with an outside employer, the Township may issue disciplinary charges seeking discipline up to and including termination. The charges will include, but are not limited to, abuse of sick time.

An employee who seeks to continue to work for an outside employer, and who can show hardship if required to leave the outside employment, must submit a letter to the Township Committee describing said hardship. The Township Committee, in closed session unless otherwise requested by the employee to be held in open session, may determine to allow said employee to maintain said outside employment by considering the employee's request, the impact on the Township, and the impact in the department in which said employee works.

**BE IT FURTHER RESOLVED** that this policy shall be distributed to all Township employees to be included in their Township Employee Manuals.

**3. PROPOSAL FOR SERVICE AGREEMENT FOR COMPUTER SUPPORT SERVICES**

Mayor Ouellette stated that the fee for the computer support services is \$20,950.00. The Township Administrator, Mr. Steven Corcoran stated that this is \$1000.00 over last year's costs. Mr. Corcoran further stated that their scope of services for Delanco Township and the Police Department have increased tremendously. Mr. Corcoran stated that he would like to have this contract in place by January 1, 2008.

The Township Solicitor, Mr. Douglas Heinold stated that although the amount is under the bid threshold, it is not under the quote threshold, so the township needs to request one more quote. The Township Administrator will take care of this.

**COMMENTS – PROFESSIONALS**

**Township Engineer – Mr. David Denton**

- wished everyone a happy and healthy holiday season

**Township Solicitor – Mr. Douglas Heinold**

- commented on item #6 on page 2 (the Coopertown Road fair share sewer line) – continuing to work with Mr. Coleman (solicitor for Delanco Township Sewerage Authority) to write letters to the property owners by the end of 2007

**Township Planner – Mr. Scott Taylor**

- wished everyone a Happy Holiday

## **MEETING OPEN TO THE PUBLIC**

Mayor Ouellette opened the meeting to the public.

1. Ralph McCullough, 308 Buttonwood Street stated that he still has not seen any advertisements on the side of Delanco Market.
2. Marlene Jass, 4 McCay Way, asked if there was anything happening with the transition regarding Pulte Homes and Newton's Landing.
3. Steve Schofield, 400 Burlington Avenue, questioned the final resolution to the meeting with the Fire Marshall and the Township regarding the use of the Mansion by the Women's Civic Club for the Christmas Holiday Tour. Mr. Schofield also questioned whether the committee to discuss fees being charged by other communities was ever reviewed. Mr. Schofield stated that he had a problem with the 50% rise in fee for the licensing of the dogs and cats.

## **MEETING CLOSED TO THE PUBLIC**

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

## **COMMENTS – TOWNSHIP COMMITTEE**

### **Joan Hinkle –**

- announced the Christmas Home Tour on Sunday, December 9, 2007
- reported on solar heating – will have prices within six weeks

### **Ed Devinney –**

- researching why Delanco Township has so many mercury street lights – would like to convert them to sodium lighting – also looking at the new LED street lighting

### **Kate Fitzpatrick –**

- attended the Emergency Management Meeting with New Jersey American Water Company – end result was that New Jersey American Water Company should have notified Delanco Township as soon as they were aware of the water main break
- met with the Township Solicitor, Township Administrator, and Mayor regarding the Township Administrator's contract
- attended DYSA meeting and their soccer program is complete – basketball season opened December 2, 2007 – they need volunteers and officers for this group and encouraged people to volunteer
- announced the Santa Parade and Tree Lighting Ceremony on December 7, 2007
- announced the Horse Carriage Rides beginning at the Zurbrugg Mansion; scheduled for December 15<sup>th</sup> and rain date of December 17<sup>th</sup> – refreshments on sale by Hot Diggity Dogs

### **Mike Templeton –**

- reminder that the JLUB is meeting tomorrow night, December 4<sup>th</sup> – Savannah Mews and Winzinger are on the agenda

### **Mayor Ouellette –**

- attended the Emergency Management Meeting with New Jersey American Water Company
- attended the Delanco Women's Civic Club meeting regarding the use of the Zurbrugg Mansion for the Christmas Holiday Tour

The Township Administrator, Mr. Steven Corcoran stated that he did not give his report and he was also supposed to report for the Public Works Department. Mr. Corcoran stated that he and the Superintendent of Public Works would like to recommend to the

Township Committee that they would like to proceed immediately to place their salt order for the season. Mr. Corcoran indicated that he will save the rest of his report for the December 17, 2007 Delanco Township Committee Meeting.

**ADJOURNMENT**

Motion by Joan Hinkle, seconded by Mike Templeton to adjourn the meeting.

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

Janice M. Lohr, RMC  
Municipal Clerk  
December 3, 2007