

April 28, 2009 CAUCUS MEETING MINUTES
BOARD OF COMMISSIONERS OF THE BOROUGH OF MT. EPHRAIM

MEETING CALL TO ORDER:

Mayor Wolk called the meeting to order at 3:07 pm.

SALUTE TO FLAG:

All present pledged their allegiance to the Flag of the United States of America.

ROLL CALL:

PRESENT

ABSENT

Commissioner Gilmore	___x___	_____
Commissioner Greenwald	___x___	_____
Mayor Wolk	___x___	_____

OTHER OFFICIALS PRESENT:

Borough Solicitor – Joe Marrazzo
 Borough Engineers – Joe Federici & Doug Akin
 PW Supervisor – Ken Jones
 Zoning Officer—Chris Fitzgerald
 Sewer Dept.—John Wenner
 Police Chief – Ed Dobleman
 Marie Darlington –Tax Collector/Deputy Clerk

“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT:

Mayor Wolk announced this Meeting has been advertised and notices posted in accordance with the “Open Public Meetings Act.”

ANNOUNCEMENTS:

None

PUBLIC PARTICIPATION:

None

DEPARTMENTAL REPORTS/DISCUSSIONS:

Administration & Finance:

Update on dog licenses—Final notice letters we mailed to those residents who still have not been in to renew. Marie reported there were less than 100 still outstanding so the notices have been working. The next step will be to issue summons’ to those who do not come in.

Delinquent water bills from out-of-town properties—The solicitor reported that he needs authorization to begin legal action to collect these debts. A resolution authorizing legal action will be on the June 4 agenda.

Update on 324 Davis Avenue—the public notice has been advertised and the sale is scheduled for June 10.

ABC License renewals—the Clerk reported that the renewal packages have been mailed out to the licensees and the agenda to renew will be on the June 4 agenda.

Enforcement of non-renewed mercantile licenses—the Clerk reported that we still have several businesses whose licenses have not been issued because of delinquent taxes and/or outstanding zoning issues. Also, we have one property that has tenants who have filed their licenses but the property owner has not paid the taxes. The Governing Body decided to again table this issue until further notice. However, for Mt. Ephraim Dodge and the outstanding zoning issues, Marty Sanders is to prepare a letter to go to Mt. Ephraim Dodge addressing the issues to be resolved.

Financial disclosure statements—the Clerk reported that all have been received from elected and appointed officials except for the Planning Board. Mayor Wolk authorized the Clerk to have the Planning Board Solicitor, Joe Nardi, follow up with the members to get them in.

Introduction of Salary Ordinance—now that the budget has been adopted, the salary ordinance for non-union employees needs to be introduced. Richard Schwab will be working on the ordinance for introduction at the June 4 meeting.

Repeal of Towing and Storage Fee Ordinance—due to a change in state law, we have to repeal our current ordinance. We solicited competitive bids as an alternative to using this chapter as it conflicts with the bid award. Richard will prepare the repeal ordinance for introduction at the June 4 meeting.

RFQ's for professional services—the RFQ's have been advertised and the packages are due in on June 3 at 11am. The resolution awarding contracts for professionals will be on the June 4 agenda.

Local Unit Civil Rights/Harassment Training Program—the resolution authorizing this program was approved at the May meeting and training materials will be distributed to department heads by the end of June. They will also get a roster that will have to be returned verifying that the training was done and who attended.

Contract with First Jersey Municipal Assistance—Richard has submitted a new contract for the remainder of the year and the resolution to approve will be on the June 4 agenda. DEP case regarding Cleveland Avenue landfill—Marie reported that she was contacted by a representative from the NJDEP about a very old case that they are still showing as

open in their files. The case involved a contaminated site at the end of Cleveland Avenue where the property was apparently cleaned-up and sold but the file was never closed out. She has researched it as far as she can go but thus far no file pertaining to the DEP claim file have turned up. Mayor Wolk has a contact at the DEP and he will contact him to see how this case can be resolved.

The Clerk reported that the four bond ordinances introduced at the May meeting will be on the June 4 agenda for public hearing and adoption along with the two zoning amendments pertaining to fence heights and fees.

Police Department:

Police Department—Chief Dobleman reported due to the passing of Dr. Ilula, a new borough physician needs to be appointed. He contacted surrounding communities and many use Dr. Stagliano and have been happy with his services. He has extensive experience with municipal needs, largely consisting of employment physicals and Chief Dobleman is recommending he be appointed. A resolution to appoint Dr. Stagliano as borough physician will be on the June 4 agenda.

Lease of new police car—Chief Dobleman reported that the interest rates through Winner Ford for a new patrol car lease are currently 6.9% but will go up to 8.1% on June 1. Winner will lock us in at 6.9% as long as we give them verbal authorization. He will provide all the paperwork so a resolution authorizing the lease can be included on the agenda for June 4.

Fire Department:

Firehouse Project update—it has been determined that the estimated construction cost was going to be well over the 2.2 million budgeted. The bidding schedule has been put on hold. Mayor Wolk asked Rich Schwab to work with the Fire Company building committee and the architect and engineer to resolve the cost issue. A meeting is scheduled for June 4 at 3pm. The professionals are to be asked how they designed building plans that exceed the budget for the project. A resolution with is to be ready for the June 23 caucus meeting. Also, Joe Marrazzo is to schedule settlement for the land transfer.

Lambert Avenue project—since we did not request federal stimulus funds for this project, we remain on the ball bid timetable. The resolution to contract with the architect for the specs and bidding phase was approved at the May meeting. We cannot award the project until October when the CDBG funds become available. Bidding should take place in August for receipt in September and award in October.

Other Public Safety Items:

NJ Transit request for bus stop relocation—Chief Dobleman reported that he would again like to table this so he can investigate further and make recommendations to the Governing Body.

Public Works/Planning/Zoning

Tara has submitted a list of delinquent landlord registrations and is requesting permission to send them summons'. We will send one more demand letter and give them ten days to comply and then issue summons'.

Camden County Workforce Development Summer Employment Project—John Wenner prepared an application to participate with this program and requested three employees all over the age of 18. The package was hand-delivered to the Bellmawr office today. Camden County pays the wages and provides all insurance coverage and we just provide the work and supervision. Hopefully we will get three summer employees out of the program.

Kenny Jones reported that he is still working on the language for the street opening ordinance. He has obtained copies of ordinances from other municipalities and is extracting the best language for our ordinance. He will send the requested language to the solicitor to prepare the ordinance for introduction June 4.

Planting of trees at the senior center—Commissioner Greenwald stated that there were no objections to the request to plant trees down the side of the senior center. He authorized the sending of a letter approving the planting and reminding them to get markouts prior to digging.

Engineer:

Joe Federici reported that they are working on the documents needed by the DOT for the additional funding for the streetscape project in the amount of \$55,325. The deadline is August 15 and they will have the documents ready.

Joe also reported that they are continuing to follow-up on our stimulus funds application submissions and will advise the governing body as soon as information is available. The applications for DOT 2010 funds have been submitted through the SAGE system.

Cedar Avenue resurfacing—the request for bids has been advertised and bids are due back June 3 at 10m. They should be able to review the bids and make an award recommendation for the June 4 meeting.

EXECUTIVE SESSION: None

COMMENTS BY OFFICIALS: None

ADJOURNMENT:

A motion was made by Commissioner Greenwald and seconded by Commissioner Gilmore to adjourn the meeting. The motion carried. The meeting was adjourned at 5:00 PM.

Respectfully submitted,

Terry Shannon
Municipal Clerk