

**BOROUGH OF LAUREL SPRINGS  
MAYOR AND COUNCIL WORK SESSION  
MONDAY JULY 11, 2016 - 7:00 P.M.  
MAYOR THOMAS A. BARBERA PRESIDING  
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**SALUTE TO THE FLAG AND MOMENT OF SILENCE** was led by Mayor Barbera

**OPEN PUBLIC MEETINGS LAW** – Mayor Barbera stated that adequate notice of this meeting was given by emailing the Central Record and the Courier-Post on January 6, 2016 and posting on the website and bulletin board in the Borough Hall, also on Borough's website.

**ROLL CALL** recorded as present: Letts, Mochel, DiGregorio, Cruz and Redstreak; absent: McCunney

**ENGINEERS REPORT** – Environmental Resolutions -

**CAPITAL ITEMS**

1. **NJDOT Municipal Aid Grant Applications – FY 2016**

The Borough recently received a \$200,000.00 Municipal Aid Grant for the Reconstruction of Washington Avenue, between Stone Road and Chestnut Avenue. ERI has completed the survey, roadway coring and base plans and we are currently finalizing the Construction Plans and Specifications for an August 2016 bid date.

We recently received correspondence from NJDOT indicating that due to budgetary shortfalls in the Transportation Trust Fund, which is the primary funding source of this project, that no construction can begin until the State Legislature and Senate rectify this budget issue. NJDOT has indicated that the Borough may proceed with receipt of bids for the project in the interim.

2. **Laurel Lake Dam Inspection**

ERI recently completed our inspection of the dam, which is required by NJDEP Bureau of Dam Safety every four (4) years. The inspection revealed that the improvements that were made to the dam in 2014 have greatly improved the function of the dam. Some minor maintenance work, such as brush clearing, etc., will be necessary but these tasks should be able to be accomplished by the Borough's Public Works staff.

**OTHER PROJECTS**

3. **Tax Map Digitization / Revisions**

The State Division of Taxation comments and requested revisions were addressed and the tax maps have been accepted by the State. The tax map revisions have been finalized and hard copies of the maps have been delivered to the Borough Tax Assessor. We have also completed our work on the Graphic Information System (GIS) files. The Tax Assessor has informed us that the County Taxation Department will assist her with implementing the GIS files and software in the near future. ERI will provide additional support with the implementation if necessary.

4. **Tempo Builders Mixed Use Development**

ERI recently received Final Plans for conformance review to the terms of the Planning Board approval received by the developer in 2013. The design engineer has revised the Plans to satisfy ERI's review comments from March and the Final Plans have been signed by the Borough Engineer. Construction will be able to begin once the developer has posted a performance bond, inspection escrow; and has held a Preconstruction Meeting with our office and appropriate Borough officials.

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There was discussion of the recent disagreement in the State Legislature over the Transportation Trust Fund. Mr. Hansen read the letter promulgated from the State with regard to the Executive Order from the Governor placing a stop work order on all NJDOT projects. Mr. Hansen called up to the State and they informed him that the design, bidding process and award of bid can occur, however, no work can proceed. Mr. Hansen recommended design and bid, but to hold award until the matter is definitively resolved. If the project is put out to bid at the end of August or September, the Borough has 60 days to award the bid. By that point it is felt the matter will be resolved.

**MATTERS REQUIRING OFFICIAL ACTION**

- **APPROVAL OF MINUTES-** Regular Meeting of June 13, 2016 – the motion to approve by Councilman Redstreak, was seconded by Councilwoman Mochel, with Letts, Mochel, DiGregorio and Redstreak, in favor, Cruz abstaining and none opposed.
  
- **ORDINANCES**
  - **#801-2016- AUTHORIZING THE COMPLETION OF IMPROVEMENTS TO VARIOUS BOROUGH BUILDINGS AND GROUNDS IN AND FOR THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$315,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$299,250; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**
    - Mayor Barbera opened the meeting to the public for questions and comments.
      - Ken Lippincott, 511 Park Avenue, asked for the specifics of what the various Bonds were for. Mayor Barbera commented that this particular bond was designated for various building projects. Primarily at the moment the Borough is focused on the Cord Mansion Elevator Project, which will eventually be reimbursed by the proceeds of a grant.
    - The motion to adopt by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, McCunney, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.
  
  - **#802-2016- BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS EQUIPMENT FOR THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$62,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$58,900; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**
    - Mayor Barbera said that this Note was for office equipment and equipment for the Public Works, Police and Fire Department. Mayor Barbera explained the down-payment amount that is portion of the amount that is appropriated and issuance amount. That amount must be provided by the Borough.
    - Mayor Barbera opened the Meeting to the Public for comments or questions. Hearing none, he closed the meeting to the public.

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- The motion to adopt by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.
  
- **#803-2016- BOND ORDINANCE AUTHORIZING THE RECONSTRUCTION OF WASHINGTON AVENUE IN AND FOR THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$241,000 THERFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$38,950; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**
  - Mayor Barbera explained that this note was for the road project previously discussed. There was discussion of the amount listed in the title, which, in this case included the reduction of the grant receivable.
  - Mayor Barbera opened the Meeting to the Public for comments or questions. Hearing none, he closed the meeting to the public.
  - The motion to adopt by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.
  
- **#804-2016- AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY AUTHORIZATION PER NJSA 40A:4-53 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REVALUATION OF REAL PROPERTY**
  - Mayor Barbera opened the Meeting to the Public for comments or questions.
  - Councilwoman DiGregorio said since this revaluation was mandated by the County and by the State; it sticks in her craw that the town has to pay for it, especially elderly citizens on fixed incomes. There was discussion of how the cost could or should be appropriated.
  - Allison Manny – 505 West Maple Avenue – gave some perspective on how much their taxes have increased since 2001 when they first arrived, saying it hurts. She commented that there are houses for sale all over town, and asked at what point they get to cry “uncle”. Mayor Barbera responded by saying that the Borough is trying to keep the taxes level. The problem primarily is that in spite of spending less money and individual property taxes going up, tax revenue keeps going down through the tax appeal process. Mayor Barbera discussed the devaluation of the Verizon properties, and the shortfalls require each resident to pay more. Mayor Barbera commented that the Borough staffing has been significantly reduced and except for the Police Department all employees are part time or in shared services agreements with other towns that help offset the cost of their employment in Laurel Springs. Mayor Barbera commented on the importance of the School District in taking up a much larger portion of the tax bill, and suggested that perhaps the School Board Meeting might be a more appropriate place for citizens to ask about tax increases. The County portion of the tax burden rarely changes, the Borough goes up because of a loss of revenue via tax appeal, and the school goes up because the school’s going up. There was discussion of the sending arrangement with Stratford and Sterling. It does appear that the elementary school does an excellent job of efficiently running their programs. However, there is no control available over Stratford or Sterling. Mayor Barbera commented that he was glad to see people begin to look at the problem of school funding. There was further discussion of ideas to change the school funding formulas, and whether the ideas currently being presented are viable. Mayor Barbera said that tax problem can be summarized by loss of revenue and the very expensive cost of schools.

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There was discussion of the different approaches that are being attempted to improve and build the economic development of the town along with additional cost savings in housing the down-sized municipal staff in smaller accommodations and selling off excess buildings. Many things being attempted have not yet been realized.

- The motion to adopt by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

- **RESOLUTIONS**

- **#056-2016- AUTHORIZING SALE OF BOROUGH OWNED ITEMS ON ONLINE PUBLIC AUCTION**

**WHEREAS**, the Borough of Laurel Springs owns and/or has title to the following items and/or fixed assets: - 2000 Crown Victoria Police Vehicle

**WHEREAS**, the use of the above items are defunct and of no practical or useful life based upon the capacity for which they were used by the various Departments of the Borough of Laurel Springs; and

**WHEREAS**, said items will be offered for public auction on GovDeals.com, an on-line public auction site, the terms and conditions of which are available on said website and in the office of the Municipal Clerk; and

**WHEREAS**, the sale is being conducted pursuant to Local Finance Notice 2008-9; and

**NOW, THEREFORE, BE IT RESOLVED** the Mayor and Council of the Borough of Laurel Springs that the sale of the aforementioned Borough fixed assets and/or Borough-owned items is approved:

- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

- **#063-2016- AUTHORIZING OF THE BOROUGH OF LAUREL SPRINGS, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE INSTITUTION OF AN *IN REM* FORECLOSURE ACTION**

**WHEREAS**, the Tax Collector of the Borough of Laurel Springs has prepared an *in rem* tax foreclosure list and has certified the same to the Council of the Borough of Laurel Springs; and

**WHEREAS**, it is the desire of the Council of the Borough of Laurel Springs to institute *in rem* tax foreclosure proceedings against the property which is set forth on Schedule "A" attached hereto; and

**WHEREAS**, it is not only in the best interest of the Borough to institute said proceedings, but also is a duty of the Council; and

**WHEREAS**, the institution of said *in rem* proceedings will result in revenue to the Borough of Laurel Springs either by a redemption of the subject property or it's foreclosure and resale by the Borough of Laurel Springs.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Laurel Springs, a body corporate and politic, as follows:

1. The WHEREAS clauses set forth above shall be incorporated herein as if set forth in full and made part of this Resolution.
2. That the Council of the Borough of Laurel Springs does hereby authorize the institution of *in rem* tax foreclosure proceedings in regard to the property set forth on Schedule "A" attached hereto.
3. That a certified copy of this resolution be forwarded to the Tax Collector and Borough Solicitor.
4. This resolution shall be published as required by law.

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- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

- **#064-2016- AUTHORIZING THE NECESSARY APPROPRIATIONS FOR THE PAYMENT OF COSTS INCURRED FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REVALUATION OF REAL PROPERTY**

**WHEREAS**, the Mayor and Borough Council has adopted an Ordinance entitled “An Ordinance Authorizing a Special Emergency Appropriation pursuant to N.J.S.A. 40A: 4-53,” and

**WHEREAS**, it is necessary to make a Special Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, for the preparation and execution of a complete program of revaluation of real property, and

**WHEREAS**, N.J.S.A. 40A: 4-55 provides that it shall be lawful to make such appropriation, which appropriation and/or the special emergency notes issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act;

**NOW, THEREFORE, BE IT RESOLVED** by the affirmative vote of not less than two-thirds of all the members of the Borough Council, in accordance with N.J.S.A. 40A: 4-53 and 40A: 4-55, that:

1. A special emergency authorization is hereby made for the preparation and execution of a complete program of revaluation of real property, in the amount of \$75,000.
2. The special emergency authorization shall be provided for in the budgets of the next succeeding five years by the inclusion of not less than \$15,000 per year commencing with the Budget for 2017.
3. An emergency note be authorized not in excess of \$75,000, the amount appropriated by ordinance as stated above.
4. Such note shall be executed by Dean Ciminera, Chief Financial Officer.
5. Said note shall be issued in 2016, and be renewed from time to time provided that said note and any renewals shall mature and be paid in the amount of not less than one-fifth of the total amount appropriated by this resolution in each year after the authorization.
6. That two (2) certified copies of this Resolution be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

- **#065-2016- TO AWARD CONTRACT FOR REVALUATION SERVICES**

**WHEREAS**, competitive proposals were required for revaluation of all real property located in the Borough of Laurel Springs to be received by March 9, 2016; and

**WHEREAS**, one proposal was received from Professional Property Appraisers, 101 S. US HWY 130, Suite 301, Cinnaminson, NJ 08077, in the amount of \$54,390; and

**WHEREAS**, it is further determined that the proposal submittal of Professional Property Appraisers, Inc. must be reviewed by the Borough of Laurel Springs Solicitor so it is a complying submittal, and

**WHEREAS**, pursuant to N.J.S.A. 40A:4-53, the Mayor and Council of the Borough of Laurel Springs has adopted a Special Emergency Appropriation Ordinance appropriating the sum of \$75,000 for the preparation and execution of a complete program of revaluation of all real property within the Borough of Laurel Springs for the use of the Borough Assessor as a special emergency appropriation as defined and provided for in the N.J.S.A. 40A:4-55; and

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**WHEREAS**, the Chief Financial Officer has prepared a Certificate of Availability of Funds certifying that sufficient funds are available for this purpose and that a copy of said Certificate will be attached to the original of this resolution and will be on file and available for inspection in the Office of the Borough Clerk;

**NOW, THEREFORE, BE IT RESOLVED** that the contract for the Revaluation of the Borough of Laurel Springs be awarded to Professional Property Appraisers, Inc. in the amount of \$54,390 effective May 18, 2016; and

- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.
- **#066-2016- REGARDING THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, the Annual Report of Audit for the year 2014 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6 and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Findings and Questioned costs: or Findings and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Findings and Questioned Costs" or "Findings and Recommendations; as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27BB-52 – A local officer or member of local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his/her office."

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Laurel Springs in the County of Camden and State of New Jersey has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.
- RESOLVED TO PAY \$424,228.60 FROM CURRENT ACCOUNT AND \$158,386.12 FROM TRUST AND CAPITAL ACCOUNTS
- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

**COMMITTEE REPORTS**

- DIRECTOR OF PUB WORKS, BOARDS, SERVICES/PRESIDENT OF COUNCIL- Councilman Redstreak reported that all was well with Public Works. He read the Sewer Report for the month of June, a copy of which is on file and available for review.
- DIRECTOR OF PUBLIC BUILDINGS & GROUNDS – Councilman McCunney was absent
- DIRECTOR OF MUNICIPAL COURT – Councilwoman DiGregorio had not been presented with a report as it is fairly early in the month.
- DIRECTOR OF ADMINISTRATION AND FINANCE – Councilman Letts read the CFO’s report for the month of June, a copy of which is on file and available for review.
- DIRECTOR OF RECREATION – Councilman Cruz read the Recreation Report for the month of June a copy of which is on file and available for review.
- DIRECTOR OF PUBLIC SAFETY – POLICE AND FIRE – Councilman Mochel read the Fire Report for the month of June a copy of which is on file and available for review.
- MAYOR’S REPORT – Mayor Barbera read the Mayor’s Report for the month of June, 2016 a copy of which is on file and available for review.

**OLD BUSINESS –**

- Cord Mansion – an email from architect regarding the design of the roof dormers. There was discussion of the dormer that appear to have been on the back of the building. There are no photos on the rear of the building. Mayor Barbera offered some of the history of the grants received, and the next steps of the project.

**NEW BUSINESS**

- New Mercantile License Application- recommendation of no, due to failure to pay taxes. Councilman Redstreak said he had had conversation about the application, and does not think the merchant should be penalized for the problems with the landlord. There are some other additional matters that need to be cleared from Police and Zoning, but he would like to see it approved contingent on the two clearance matters, and not hold him back because of the landlord’s issues. Council concurred.

- #067-2016 - FOR NEW MERCANTILE LICENSE

WHEREAS, Mayor and Council of the Borough of Laurel Springs have passed an ordinance establishing Chapter 169 of the code of the Borough of Laurel Springs, known as “Mercantile License”.

WHEREAS, a license is required to operate or conduct any business establishment in the Borough of Laurel Springs.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the Borough of Laurel Springs that the proper investigations have been made and the following applicants have complied with the general laws and statutes of the state and the ordinance of the Borough of Laurel Springs.

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BE IT FURTHER RESOLVED that approval has been granted by Mayor and Council for NEW "MERCANTILE LICENSES" for:

King Kutz  
309 North White Horse Pike

- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, Mochel, DiGregorio, Cruz and Redstreak in favor, none opposed and no abstentions.

**CORRESPONDENCE**

- From New Jersey Division of Fire Safety regarding Monitoring Visit – commending the Borough for its compliance with the code enforcement and fire safety requirement.
- From Tax Collector, Jenn Dukelow regarding the Tax Rate from the County – The tax bills will be quickly forthcoming now that the County has cut the rate. There was discussion of how the rate translates per 100,000 of assessment.
- From Laurel Springs Board of Education listing their meeting schedule – Mayor Barbera reviewed the latest School Board received.

**ITEMS RECEIVED AFTER THE AGENDA WAS PRINTED**

**COMMENTS FROM THE PUBLIC –**

- Allison Manny- 505 West Maple Avenue - Pot Belly Pig – Councilman Redstreak did review an ordinance from a local town that does allow pot belly pigs and was satisfied with its content and was going to proceed to bring it before the Ordinance Review Committee. Many towns, however, do not allow them.

**ANNOUNCEMENTS**

- Whitman Stafford Committee, Tuesday, July 12<sup>th</sup> @Farmhouse@7 pm
- Ordinance Review/Economic Improvement, Tuesday, July 19<sup>th</sup> @Borough Hall @ 4 pm
- Blueberry Festival featuring Diamond Reno, Wednesday, July 20<sup>th</sup> @Farmhouse @ 7 pm
- Combined Land Use Board, Thursday, July 21<sup>st</sup> @ 7 pm @ Borough Hall
- No Work Session Council Meetings in May, June, July and August
- National Night Out, Tuesday, August 2<sup>nd</sup> @Cord Mansion
- Recreation Commission, Wednesday, August 3<sup>rd</sup> @ 7 pm @ Recreation Center
- Market Night Downtown, Thursday, August 4<sup>th</sup> @ 5 – 8 pm
- Regular Meeting, Monday, August 8<sup>th</sup> @ 7 pm @ Borough Hall

**ADJOURNMENT** –There being no further business a motion was made by Councilman Redstreak which was seconded by Councilwoman Mochel to adjourn at 8:00 p.m. with all in favor and none opposed.

Respectfully submitted,

Dawn T. Amadio, RMC, Municipal Clerk