

**BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, JANUARY 26, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
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 Record breeze and the Courier-Post on January 6, 2015 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, Redstreak, and McCunney arrived at 7:05; absent: Cruz

ENGINEERS REPORT – Environmental Resolutions

CAPITAL ITEMS

1. 2013 Road Improvement Program – East Maple, West Elma, West Atlantic & Arch Avenues

Work on the project is complete. The project was completed \$47,833.32 under the bid amount because of savings on project final as built quantities. Pay Estimate #3, Final and Change Order #1, Final were submitted to the Borough under ERI cover letters of October 31, 2014. Our office has submitted all required closeout documentation to NJDOT so that the Borough can receive the remaining 25% of the NJDOT funding once it is approved by DOT.

2. Safe Routes to School Application – FY 2014

An NJDOT Safe Routes to School Grant Application was submitted on June 27, 2014 for the reconstruction of sidewalk and associated improvements along both sides of Stone Road between Washington Avenue and Broadway.

We will apprise Council of the status of the potential grant receipt as the information becomes available.

3. NJDOT Municipal Aid Grant Applications – FY 2015

Our office submitted FY2015 NJDOT Municipal Aid Grant Application for the reconstruction of Washington Avenue between Grand Avenue and Chestnut Avenue and also submitted a FY2015 NJDOT Safe Routes to Transit Application for the reconstruction of sidewalk along both sides of Stone Road between Washington Avenue and Broadway. We will continue to apprise Council of the status of these applications as we receive information. Historically, grant awards are announced by the NJDOT in the spring of the year following the submittal of the application(s).

OTHER PROJECTS

4. Green Communities Grant

The Community Forestry Management Plan was approved by Resolution of Borough Council at the August 11, 2014 meeting. It is our understanding that the Plan has been approved by the New Jersey Division of Forestry.

5. Stone Road Reconstruction

Camden County is currently preparing Contract Documents to bid the resurfacing of Stone Road and associated work for future construction.

6. Tax Map Digitization / Revisions

The State Division of Taxation comments and requested revisions have been received by ERI and we are in the process of revising the maps to address the comments and revisions. There is one problem block that information is being reconciled between our office and the Tax Assessor. Deed research on this block is being conducted and should be completed within the coming weeks. The remainder of the State's comments have been addressed with exception to the aforementioned block. Once the revisions have been finalized and approved by the State we will be meeting with Borough officials to discuss the implementation of the GIS mapping.

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Mayor Barbera noted that the New Jersey Department of Transportation Funding for municipal road projects has been withdrawn. There is interest in approve a resolution objecting to the withdrawal of funds, which will be on the agenda for the next meeting.

MATTERS REQUIRING OFFICIAL ACTION

- Approval of Minutes
 - Recessed Meeting of January 5, 2015 - The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, and Redstreak in favor, none opposed and no abstentions.
 - Reorganization Meeting of January 5, 2015 – The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel with Letts, Mochel, DiGregorio, and Redstreak in favor, none opposed and no abstentions.

- Resolutions

- #025-2015 - FOR RENEWAL OF 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 investigation has 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.

BE IT FURTHER RESOLVED that approval has been granted by Mayor and Council for RENEWALS OF “MERCANTILE LICENSE” for:

Citgo Grocery Store	McFadden Catering	Tim’s Auto Repair
Two Broadway	831 Stone Road	900 Stone Road

- The motion to approve by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, Mochel, DiGregorio and Redstreak in favor, none opposed and no abstentions.
- #026-2015-APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY IN A SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY

WHEREAS, the Borough of Laurel Springs wishes to apply for funding for a project under the Safe and Secure Communities Program, and

WHEREAS, the Mayor and Council of the Borough of Laurel Springs has reviewed the accompanying application and has approved said request, and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Borough of Laurel Springs, for the purpose described in the application;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that

1. As a matter of public policy the Borough of Laurel Springs wishes to participate to the fullest extent possible with the Department of Law and
2. The Attorney General of New Jersey will receive funds on behalf of the applicant.
3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
4. The Division of Criminal Justice shall initiate allocations to the applicant as authorized by law.

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

- #027-2015-SUPPORTING THE PROGRAMS OF THE JOINT INSURANCE FUND AND THE SAFETY INCENTIVE PROGRAM OF THE BOROUGH OF LAUREL SPRINGS

WHEREAS, the Borough of Laurel Springs recognizes the important role an effective safety program plays in lowering employee injury rates, reducing lost time accidents, and cutting insurance costs, all of which contribute to greater employee safety and lower tax rates, and that health and safety must never be compromised, with employee safety along with the safety of the public as our number one priority; and

WHEREAS, the Borough of Laurel Springs is desires to achieve an accident free environment through a health a safety culture built on TRUST - we respect each other's opinions and decisions and will follow through on all health and safety concerns - CARE - we approach each day with the determination to care for ourselves, coworkers and the community we serve - KNOWLEDGE - we seek the education and skills to properly fulfill our responsibilities - COMMUNICATION - we communicate with each other in a clear, open and honest manner; and

WHEREAS, because MUTUAL RESPECT is so important, we cannot tolerate harassment or other forms of discrimination;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Laurel Springs applaud the JIF's initiative in providing many of the safety resources needed to enhance its local safety efforts by declaring its support of the JIF's safety programs, Laurel Springs' Safety Incentive Program and Safety Coordinator, Chief Carmen Rabottino; and

BE IT FURTHER RESOLVED that the following operational criteria is endorsed for the Borough of Laurel Springs:

- The Borough Safety Committee will meet on the following Tuesdays - March 3rd, June 2nd, September 1st and December 1st at 10 am in the Borough Hall
 - "Putting Safety on Our Agenda" by including safety and risk management topics on the Governing Body agenda on a regular basis.
 - Participating in regional and regulatory training programs
 - Encouraging supervisors and crew leaders to make a "daily safety contact" with employees
 - Managing our claims, reporting all claims in a timely manner, offering transitional duty and investigating incidents and near misses
 - Actively promoting and supporting health and wellness activities
- The motion to approve by Councilman Redstreak was seconded by Councilwoman Mochel, with Letts, Mochel, DiGregorio and Redstreak in favor, none opposed and no abstentions.

- #028-2014 -APPROVING PROPOSAL OF C. RILEY CONSTRUCTION, LLC - TURRET WINDOWS

WHEREAS, Camden County Historic Preservation Round 13 Funds were awarded to the Borough of Laurel Springs with Task #2 designated as "Repair Turret"; and

WHEREAS, Camden County Historic Preservation Round 14 Funds were awarded to the Borough of Laurel Springs with Task #1 designated as "Replace Windows"; and

WHEREAS, the Cord Mansion turret is structurally equipped and was originally configured with nine windows and currently only two exist; and

WHEREAS, the Borough of Laurel Springs has committed itself to faithful restoration of the exterior of the Cord Mansion; and

WHEREAS, residual Camden County Historic Preservation Round 13 and Round 14 Funds are available for such window replacement; and

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WHEREAS, a proposal was received from C. Riley Construction to restore said windows, which was reviewed by Borough Council;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that the proposal for restoration/replacement of nine windows in the Cord Mansion Turret be accepted in the amount of \$5,350.00 by C. Riley Construction, LLC, 322 Fourth Avenue, Lindenwold, NJ 08021 and is hereby approved.

- The motion to approve by Councilman Redstreak was seconded by Councilwoman DiGregorio, with Letts, Mochel, DiGregorio and Redstreak in favor, none opposed and no abstentions.
- RESOLVED TO PAY \$130,789.64 FROM CURRENT ACCOUNT AND \$120,679.28 FROM TRUST AND CAPITAL ACCOUNTS
- The motion to approve by Councilman Redstreak was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Redstreak in favor, none opposed and no abstentions.

MATTERS FOR COUNCIL DISCUSSION

- Cord Mansion – There was discussion of whether it is necessary to continue to meet and discuss the matter in Committee or whether the project is at the state where it should be a matter on each Council agenda. Borough Administrator Cheeseman explained that the by restoring the nine windows of the turret will expend the last round of Historic Preservation Funding. It grant application season, and the next round of applications are being worked on. Proposals were received from architects. However, they were over the bid threshold, so another approach will have to be taken. With regard to Community Development the annual allotment is \$14,200. There are two years of funding pending, which had been redesignated to the ADA ramp at the Cord Mansion. However, the overall design may not be conducive to the design of the ramp design. It would be ideal to allow the money to collect. However, if there is no relief available from spending some of the CBDG monies, a shovel ready ADA project will be needed. There was discussion on what direction to go in the instance of either situation. There was discussion of ADA parking spaces. There was discussion of the proposals of the Architect and the threshold having been surpassed. Bids of some type will be required. There was discussion of the upcoming budget and discussion to be held with CFO concerning the matter.
- Construction Office - Borough Administrator explained the condition of the current Construction Office, with another retirement pending March 1. He had a meeting with the Township of Voorhees about doing a Shared Service for the Construction Office. It went very well. The hope is that Laurel Springs' payments to Voorhees will be at the level of the revenue that is coming in. The Laurel Springs Office will still be equipped with an office person to accept and process application, and then they will be forwarded to Voorhees for review. Voorhees has requested that their construction fee schedule be adopted.
 - First Reading and Introduction - **ORDINANCE NO. 780-2015 - AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 36 OF THE CODE OF THE BOROUGH OF LAUREL SPRINGS ENTITLED "CONSTRUCTION CODE UNIFORM FEE SCHEDULE"**
 - The motion to introduce upon first reading by Redstreak was seconded by Councilwoman Mochel, with Letts, Mochel, DiGregorio and Redstreak in favor, none opposed and no abstentions.

ITEMS RECEIVED AFTER THE AGENDA WAS PRINTED

- Camden County Mayors' Association Reorganization Dinner – There was discussion of who might be available to attend.

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- Bowman and Company Budget Seminars – Mayor Barbera explained what had been presented, and what sessions are still available. There was some difficulty with the weather, so Mayor Barbera suggested they call before attending.

ANNOUNCEMENTS

- Thursday, November 27, 2014 Borough Offices will be closed in celebration of Thanksgiving
- Tuesday, December 2, 2014 at 10 am the JIF Safety Meeting will be held at Borough Hall
- Wednesday, December 3, 2014 at 7 pm the Recreation Commission meets at the Recreation Center.
- Saturday, December 6, 2014 at 7 pm the Tree Lighting Ceremony will be held on the Cord Mansion Greene
- Monday, December 8, 2014 is the Hay Bale Round up by Public Works Department
- Monday, December 8, 2014 at 7 pm is the Regular Meeting of Mayor and Council

COMMENTS FROM THE PUBLIC

- Borough Administrator Cheeseman – said that he had misunderstood and subsequently misinformed Councilman Cruz that the meeting was still on; otherwise he would have been in attendance.

ADJOURNMENT –There being no further business a motion was made by Councilman Redstreak, which was seconded by Councilman McCunney to adjourn at 7:33 p.m.

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk