

**BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, FEBRUARY 23, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS A. BARBERA PRESIDING
Page 1 of 5**

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, McCunney, Mochel, DiGregorio, and Cruz; absent: Redstreake

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. NJDOT has approved the Change Order and the Borough should be receiving a check for the final 25% of the grant amount in the near future.

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 has been completed by our office and the maps will be re-submitted to the state within the coming weeks.

**BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, FEBRUARY 23, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS A. BARBERA PRESIDING
Page 2 of 5**

MATTERS REQUIRING OFFICIAL ACTION

- **Approval of Minutes** - Regular Meeting of February 9, 2015 - The motion to approve by Councilwoman Mochel, was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions.
- **Resolutions**
 - **#037-2015- AUTHORIZING THE MAYOR TO EXECUTE THE COMMUNITY DEVELOPMENT YEAR 37 PROJECT DESCRIPTION FORM.**

WHEREAS, the Borough of Laurel Springs is entitled to Community Development Block Grant Funding; and

WHEREAS, the Governing Body has chosen to submit an application for Program Year 37 (2015-2016); and

WHEREAS, the grant allocation for YEAR 37 (2015-2016) for the Borough of Laurel Springs is \$15,300; and

WHEREAS, the governing body has agreed to apply for funding for the following activity(s); Removal of architectural barriers at municipal-owned buildings: Cord Mansion

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Laurel Springs that the Mayor is hereby authorized to sign the Project Description Form for Program Year 37 (2015-2016).
 - The motion to approve by Councilwoman Mochel was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions.
 - **#038-2015- AUTHORIZING SHARED SERVICES AGREEMENT BY AND BETWEEN THE BOROUGH OF LAUREL SPRINGS AND THE TOWNSHIP OF VOORHEES FOR CONSTRUCTION OFFICE SERVICES IN ACCORDANCE WITH N.J.S.A. 40A:65-1 ET SEQ.**

WHEREAS, the Borough of Laurel Springs (Laurel Springs) and the Township of Voorhees (Voorhees) are both municipal entities located within the County of Camden, State of New Jersey; and

WHEREAS, Laurel Springs requires the services of a licensed Construction Code Official, Building Inspector, Electric Sub-Code Inspector, Plumbing Sub-Code Inspector, Elevator Sub-Code Inspector and Fire Sub-code Inspector; and

WHEREAS, Laurel Springs finds that it is the public interest to enter a shared service Agreement, pursuant to the provisions of N.J.S.A. 40A:65-1 et seq., the Uniformed Shared Services and Consolidation Act, and to enter such an Agreement for Construction Code Services, to be provided by Voorhees; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Laurel Springs that the Mayor and Clerk are authorized to execute the Shared Service Agreement setting forth the provisions of services provided and payments to be rendered.
 - The motion to approve by Councilwoman Mochel was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions.
 - **#039-2015 - AUTHORIZING MAYOR AND MUNICIPAL CLERK TO EXECUTE AGREEMENT BETWEEN THE BOROUGH OF LAUREL SPRINGS AND LAUREL SPRINGS POLICE OFFICER'S ASSOCIATION FOR THE YEARS 2015 TO 2017**

WHEREAS, the Borough of Laurel Springs and the Laurel Springs Police Officers Association have agreed as to the terms of settlement of wages, hours and conditions of employment for the period of January 1, 2015 to December 31, 2017; and

WHEREAS, the Borough of Laurel Springs wishes to enter into such an agreement with the Laurel Springs Police Officer's Association; and

BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, FEBRUARY 23, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS A. BARBERA PRESIDING
 Page 3 of 5

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Laurel Springs, County of Camden, authorizes the Mayor and Municipal Clerk to execute the Agreement with the Laurel Springs Police Officer's Association for the Years 2015 to 2017.

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

- **#040-2015 - AUTHORIZING MUNICIPAL COURT ADMINISTRATOR TO CANCEL OUTSTANDING CHECKS**

WHEREAS, the following checks:

# 1084	\$25.00
# 1125	<u>\$17.50</u>
	\$42.50

drawn on the Laurel Springs Municipal Court Bail Account are and have been outstanding for some time and are considered to be stale checks;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Laurel Springs that their combined amount of \$42.50 is cancelled from the Laurel Springs Municipal Court Bail Account #036002247.

- The motion to approve by Councilwoman Mochel, was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions
- **#041-2015- APPROVING AND PROVIDING NOTICE ON THE PUBLIC HEARING FOR THE CY 2015 BUDGET**

2015 Municipal Budget of the Borough of Laurel Springs, Camden County

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2015; and

BE IT FURTHER RESOLVED that said Budget be published in the Central Record in the issue of March 5, 2015:

General Appropriations	
Appropriations Within "CAPS" – Municipal Purposes	\$1,766,832.00
Appropriations Excluded from "CAPS"	664,998.00
Reserve for Uncollected Taxes	
Based on Estimated 94.85 Percent of Tax Collections	<u>279,500.00</u>
Total General Appropriations.....	2,711,330.00
Less: Anticipated Revenues Other Than Current Property Tax.....	<u>911,730.00</u>
Amount to be Raised by Taxes for Support of Municipal Budget.....	\$ <u>1,799,600.00</u>

Notice is hereby given that the Borough Council of the Borough of Laurel Springs, County of Camden, approved the Budget and Tax Resolution on February 23, 2015.

A hearing on the Budget and Tax Resolution will be held at the Borough Hall on March 23, 2015 at 7:00 p.m. at which time and place objections to said Budget and Tax Resolution for the calendar year 2015 may be presented by taxpayers or other interested persons.

- The motion to approve by Councilwoman Mochel, was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions
- **#042-2015 - TO REFUND OVERPAYMENT OF PET LICENSE FEE**
 WHEREAS, a Money Order was received in the amount of \$35.00 for a Pet License when no late fees had yet been incurred; and
 WHEREAS, a pet license in the amount of \$15.00 was issued; and

**BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, FEBRUARY 23, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS A. BARBERA PRESIDING
Page 4 of 5**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Laurel Springs that amount the \$20.00 over payment be refunded to pet owner Ray DeRosa, 237 Mount Vernon Avenue.

- The motion to approve by Councilwoman Mochel, was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions
- RESOLVED TO PAY \$53,731.33 FROM CURRENT ACCOUNT AND \$14,808.51 FROM TRUST AND CAPITAL ACCOUNTS
- The motion to approve by Councilwoman DiGregorio was seconded by Councilman Letts, with Letts, McCunney, Mochel, DiGregorio, and Cruz in favor, none opposed and no abstentions.

▪ **ORDINANCES**

- Second reading #780:2015 - AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 36 OF THE CODE OF THE BOROUGH OF LAUREL SPRINGS ENTITLED "CONSTRUCTION CODE UNIFORM FEE SCHEDULE"
- Mayor Barbera explained that this was being done in tandem with the Shared Services Agreement with Voorhees for Construction Office Services.
- Public Hearing – Mayor Barbera opened the meeting to the public for questions and comments. Hearing none, he closed the meeting to the public.
- The Motion to Adopt by Councilwoman Mochel was seconded by Councilwoman DiGregorio with Letts, McCunney, Mochel, DiGregorio and Cruz in favor, none opposed and no abstentions.

▪ **INTRODUCTION OF THE 2015 MUNICIPAL BUDGET IN THE AMOUNT OF \$2,728,000**

- The motion to introduce by Councilwoman Mochel was seconded by Councilman Letts with Letts, McCunney, Mochel, DiGregorio and Cruz in favor, none opposed and no abstentions.
- Mayor Barbera said that once again the Borough is spending and allocating less money than in the previous years. However, taxes are not going down because lower revenues as a result of successful tax appeals and reductions in state aid. Capital Budget items have been inserted for upcoming projects.

MATTERS FOR COUNCIL DISCUSSION

- Cord Mansion – Mayor Barbera said that the Borough was in the midst of a seven-year plan for a historically accurate restoration of the exterior of the building with the use of Historic Preservation Grant Funds. Community Development has encouraged the Borough to use its annual grant allotment for the installation of an elevator. Thursday, February 27 at 10 am there will be a bid opening for a Professional Services Contract for a Borough Architect.
- Construction Office – Mayor Barbera said that the Shared Services Agreement will need to be tweaked slightly more. However, the Agreement is authorized. Councilwoman Mochel asked how residents would be notified. Borough Administrator Cheeseman explained that residents don't have to go to Voorhees. Paperwork, permits, etc., can still be obtained and submitted here in Laurel Springs. The Construction Official and Construction Office will be located in Voorhees, but the paperwork will be transported physically and by means of computer remote access. In the past, when the Construction Official was primarily in Lindenwold, the contractors eventually knew that the Borough's Construction Official was primarily in Lindenwold and dealt direct. It is supposed that the same pattern will emerge with Voorhees. Voorhees has a five-days-per-week office, so with the attrition that has been experienced in Laurel Springs; this should offer an expansion of services.
- Deferred Compensation for Borough Employees – a plan is desired for Borough employees so they can work towards saving for retirement. It is difficult to find a provider who takes such a small employer. There is no cost to the Borough or municipal match of any type. It was confirmed that part time

**BOROUGH OF LAUREL SPRINGS
MAYOR AND COUNCIL WORK SESSION
MONDAY, FEBRUARY 23, 2015
AT 7:00 P.M. IN THE BOROUGH HALL
MAYOR THOMAS A. BARBERA PRESIDING
Page 5 of 5**

employees can participate. Participation is strictly volunteer. It is a pre-tax contribution plan. A resolution of Mayor and Council will be approved once the due diligence is completed.

CORRESPONDENCE

- From Green Acres Program – the compliance inspector came and looked over those parks that were purchased with the assistance of Green Acres Funds, which include portion of the Whitman Stafford Farmhouse grounds and the ball field. He congratulated the Borough on the upkeep and stewardship of the land.
- From Eric Warner tendering his resignation – Mayor Barbera wished him well. Borough Administrator Cheeseman explained that he was affected by the recent pension rulings. There are certain ideas being considered to cover the janitorial services. The motion to accept the resignation by Councilwoman Mochel was seconded by Councilman Letts with Letts, McCunney, Mochel, DiGregorio and Cruz in favor, none opposed and no abstentions.
- Recreation Center Damage – a pipe in the ceiling of the Recreation Center froze and cascaded water all throughout the kitchen and the kitchen exterior with extensive damage incurred. An insurance adjuster will be out to assess the damage.

ANNOUNCEMENTS

- Thursday, February 26, 2015 is the last business day to license your pets prior to the late fee being assessed.
- Thursday, February 26, 2015 @ 10 am proposals received for Professional Services Contract for Borough Architect
- Tuesday, March 3, 2015 @ 10 a.m. - JIF Safety Meeting @ Borough Hall.
- Tuesday, March 3, 2015 @ 4 pm – Ordinance Review Committee @ Borough Hall
- Wednesday, March 4, 2015 @ 7 pm – Recreation Commission @ Recreation Center
- Monday, March 9, 2015 @ 7 pm Regular Council Meeting @Borough Hall

COMMENTS FROM THE PUBLIC

- Bob Lickfield – 432 Glen Avenue – wanted to wish Councilwoman Mochel a Happy Birthday!

ADJOURNMENT –There being no further business a motion was made by Councilwoman Mochel, which was seconded by Councilman Letts to adjourn at 7:32 p.m.

Respectfully submitted,

Dawn T. Amadio, RMC
Municipal Clerk