

MARCH 24, 2015

The Caucus Meeting of Mayor and Council of the Borough of Runnemede was held on the above date in the meeting room of the Borough Hall, 24 N. Black Horse Pike, Runnemede, NJ. The meeting was called to order at 6:00 P.M. The following members were present at roll call: Mayor Kappatos; Council members: Passio, Kelly, Moore & Ranieri. Absent: Farrell & Root; Present: Solicitor Len Wood; Borough Administrator Richard Wright; Borough Engineer: Mark Basehore.

STATEMENT: Mayor Kappatos read the notice of this meeting pursuant to the "Open Public Meetings Act."

The following issues were discussed:

Public Hearings for COLA & dog tethering ordinances; possible ordinances for introduction: amending planning/zoning fees, regulation of boarding up structures after fire; eliminating Captain position & adding another Sergeant to the police department. Resolutions regarding sewer fee adjustments, Virtua Transport Agreement, Fibertech right of way agreement, appointment of Stormwater Pollution Prevention Team Members were discussed.

A discussion ensued regarding the pothole agreement with Gloucester Township for which the borough and Gloucester Township had passed resolutions but had never agreed to terms of the shared services agreement.

Raffle licenses for Holy Child's summer carnival were discussed to be placed on the April 7th agenda.

Borough Administrator Richard Wright brought Mayor & Council up to date regarding the annual financial statement, the 2015 budget introduction and organizational structure of the Public Works Department.

Mayor & Council discussed the letter from the DOT denying funding for South Oakland. Engineer Mark Basehore explained that this was a denial for discretionary funding not our 2015 application.

Mayor & Council also discussed informal zoning/planning applications and eliminating the position of Captain in the police department.

Councilwoman Moore raised the issue of contractors trimming trees and instead of taking debris leaving it at the curb for Public Works. Ms. Moore asked who is responsible to address this the Police Department or Code Enforcement.

Councilwoman Passio reminded everyone about Youth Mayor & Council which would begin in May, the new drug disposal box in the lobby of the Police Department, Memorial Day festivities and the crosswalk to be created at St. Teresa's school.

Councilman Ranieri reported on the banners purchased, the new light on the informational sign and the Harry Williams Complex and the telephone line and computer upstairs in borough hall.

Councilwoman Kelly reported that she attended the JIF breakfast and that the borough received a \$1,000 award. Ms. Kelly read a letter from the Police Chief of Collingswood thanking Officer Ortiz for assisting in a translation. Public Safety Director Kelly reported on the Bike Patrol, police drug box, a need for metal detector at council chamber door and at police department door, mats at entrances & funding for fire company. Ms. Kelly also reported that a meet and greet was conducted with the new EMT to be appointed at the 4/7/15 meeting.

Borough Engineer Mark Basehore went over his written report for the month. He reviewed several proposals he had presented to Mayor & Council. Mayor Kappatos had some additional requests regarding the proposal for the updates to the Borough Clerk's office. Mark also pointed out that there was a resolution scheduled to be on the next meeting for the release of retainage and performance bond for Washington Avenue.

RESOLUTION #15-55

EMERGENCY TEMPORARY APPROPRIATIONS 2015 CY

A motion was made by Kelly, seconded by Passio the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Moore, Passio & Ranieri; Nays: None; Absent: Farrell & Root. Mayor Kappatos declared the resolution adopted.

MARCH 24, 2015

(SEE ATTACHED RESOLUTION)

RESOLUTION #15-56

RESOLUTION AUTHORIZING A TRANSFER FROM THE 2014 APPROPRIATION RESERVES TO THE SNOW (STORM) TRUST

A motion was made by Passio, seconded by Ranieri the resolution be adopted. The motion carried and Mayor Kappatos requested a roll call vote with the following results: Ayes: Kelly, Moore, Passio & Ranieri; Nays: None; Absent: Farrell & Root. Mayor Kappatos declared the resolution adopted.

(SEE ATTACHED RESOLUTION)

FIRST READING:

ORDINANCE #15-09: Bond Ordinance Authorizing Sanitary Sewer Improvements-Cured in Place Pipe and Sanitary Sewer Restoration, Orchard Avenue Pump Station in and for the Borough of Runnemede, County of Camden, New Jersey; Appropriating the Sum of \$1,536,312.00.

A motion was made by Kelly, seconded by Passio the ordinance be approved on first reading, advertised according to law, with a public hearing to be held on 3/28/15 at a meeting beginning at 6:00 PM. The motion carried. Mayor Kappatos requested a roll call vote with the following results: Ayes: Kappatos, Kelly, Passio, & Moore. Absent: Farrell & Root; Mayor Kappatos declared the ordinance adopted on first reading.

GOOD & WELFARE:

Seeing no one wishing to speak, a motion was made by Kelly seconded by Passio to close the good and welfare portion of the meeting. The motion carried and Mayor Kappatos declared that portion of the meeting closed.

RESOLUTION #15-57

RESOLUTION AUTHORIZING MAYOR AND COUNCIL OF THE BOROUGH OF RUNNEMEDE TO CONDUCT A CLOSED SESSION TO DISCUSS PERSONNEL & LITIGATION ISSUES

WHEREAS, the Mayor and Council of the Borough of Runnemede desires to discuss matters relating to personnel & litigation issues wish to do so in Closed Session for approximately 20 minutes;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Runnemede that the governing body shall discuss matters pertaining to the issues outlined above in the Borough of Runnemede at a Closed Session to be held on March 24, 2015 in the Borough Hall, 24 N. Black Horse Pike, Runnemede, NJ; and

The minutes of the Closed Session Meeting shall be kept, as required by the Open Public Meetings Act. The matters discussed at such meeting shall be disclosed to the public when the reason for discussing this matter privately no longer exists.

It is further determined that said Closed Session and matters to be discussed therein are matters as permitted under the Open Public Meetings Act.

BOROUGH OF RUNNEMEDE

A motion was made by Passio, seconded by Kelly to adopt the resolution to enter into closed session. The motion carried and Mayor Kappatos declared that Mayor & Council were now in closed session.

A motion was made by Passio, seconded by Kelly that Mayor & Council were back in open session. The motion carried and Mayor Kappatos stated that Mayor & Council were now back in open session.

MARCH 24, 2015

There being no further business to come before Mayor and Council at this time a motion was made by Ranieri and seconded by Passio to adjourn the meeting. The motion carried and Mayor Kappatos declared the meeting adjourned at 8:01 PM.

Approved by:


Nick Kappatos, Mayor

Attest:


Joyce Pinto, Borough Clerk

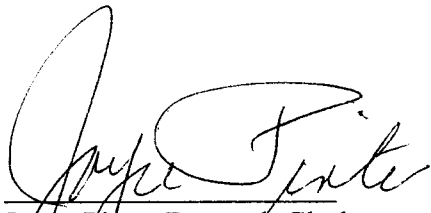
RESOLUTION #15-56

RESOLUTION AUTHORIZING A TRANSFER FROM THE 2014 APPROPRIATION RESERVES TO THE SNOW (STORM) TRUST

WHEREAS, transfers are permitted by law to be made from Appropriation Reserves "inside" the CAP into the Trust for Snow Removal (Storms);

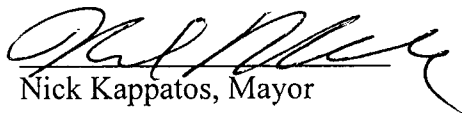
NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Runnemede, that the Treasurer be and is hereby authorized and directed to make transfers FROM the herein listed accounts to the Trust for Snow Removal (Storms):

4-01-26-290-200	\$ 5,000.00
4-01-26-305-100	5,000.00
4-01-26-305-200	5,000.00
4-01-26-310-200	<u>5,000.00</u>
TOTAL	<u>\$20,000.00</u>



 Joyce Pinto, Borough Clerk

BOROUGH OF RUNNEMEDE

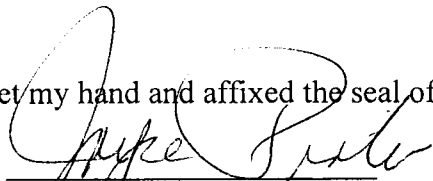


 Nick Kappatos, Mayor

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by the Mayor and Council of the Borough of Runnemede, New Jersey at a meeting of said Mayor and Council held on the 24th day of March 2015.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

DATED: 3-24-15



 Joyce Pinto, Borough Clerk

Adoption of Resolution

Name	Yes	No	Abstain	Absent
Farrell				✓
Kelly	✓			
Moore	✓			
Passio	✓			
Ranieri	✓			
Root				✓

RESOLUTION NO. 15-55
Emergency Temporary Appropriations 2015 CY

WHEREAS, an emergent condition has arisen in that the Borough is expected to enter in contracts, commitments or payments prior to the 2015 CY budget and no adequate provision has been made in the 2015 CY budget for the aforesaid purposes, and

WHEREAS, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2015 CY pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total

General Fund	\$ 2,569,293.46
Sewer Fund	\$ 175,000.00

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Runnemede, (not less than 2/3 of all members thereof affirmatively concurring), that in accordance with the provisions of N.J.S.A. 40A:4-20:

1 Emergency temporary appropriations be and the same are hereby made in the amount of:

General Fund:

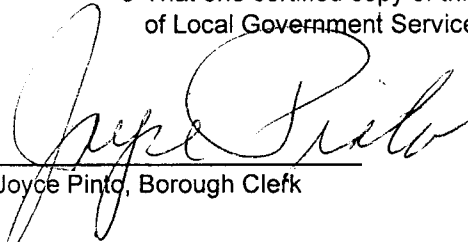
See Attachment 1 \$ 2,569,293.46

Sewer Fund:


See Attachment 1 \$ 175,000.00

2 Said emergency appropriations will be provided for in the 2015 CY Budget.

3 That one certified copy of this resolution be filed with the Director, Division of Local Government Services.



 Joyce Pinto, Borough Clerk

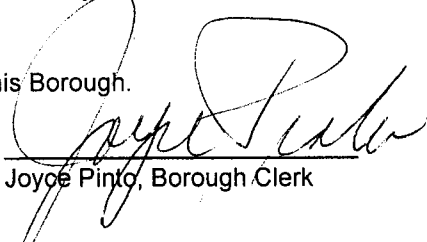
BOROUGH OF RUNNEMEDE


 Nick, Kappafos, Mayor

I HEREBY CERTIFY, that the foregoing resolution is a true copy of a resolution adopted by the Mayor and Council of the Borough of Runnemede, New Jersey at a meeting of said Mayor and Council held on the 24th day of March, 2015.

IN WITNESS THEREOF, I have hereunto set my hand and affixed the seal of this Borough.

DATED: 3-24-15



 Joyce Pinto, Borough Clerk

Adoption of Resolution

Name	Yes	No	Abstain	Absent
Farrell				✓
Kelly	✓			
Moore	✓			
PasSio	✓			
Ranieri	✓			
Root				✓

GENERAL FUND
EMERGENCY TEMPORARY BUDGET APPROPRIATIONS
RESOLUTION 115-55

	<u>SW</u>	<u>OE</u>
GENERAL GOVERNMENT:		
Administration		
Salaries & Wages	\$40,000.00	
Other Expenses		25,000.00
Mayor & Council		
Salaries & Wages	15,000.00	
Other Expenses		700.00
Municipal Clerk		
Salaries & Wages	0.00	
Other Expenses		2,500.00
Financial Administration		
Salaries & Wages	0.00	
Other Expenses		25,000.00
Audit Services		
Other Expenses		20,000.00
Tax Collection		
Salaries & Wages	0.00	
Other Expenses		5,000.00
Tax Assessment		
Salaries & Wages	0.00	
Other Expenses		0.00
Legal Services		
Salaries & Wages	0.00	
Other Expenses		25,000.00
Engineering Services		
Salaries & Wages	0.00	
Other Expenses		0.00
LAND USE ADMINISTRATION:		
Planning Board		
Salaries & Wages	0.00	
Other Expenses		1,000.00
CODE ENFORCEMENT:		
Code Enforcement		
Salaries & Wages	15,000.00	
Other Expenses		1,000.00
INSURANCE:		
Liability Insurance		
Other Expenses		20,000.00
Worker Compensation		
Other Expenses		20,000.00
Employee Group Insurance		
Other Expenses		250,000.00
Employee Group Insurance Health Waivers		
Other Expenses		10,000.00
Unemployment Compensation		
Other Expenses		0.00

	<u>SW</u>	<u>OE</u>
PUBLIC SAFETY:		
Police Department		
Salaries & Wages	\$250,000.00	
Other Expenses		\$40,000.00
Interlocal Service Agreement		
Triton HS		
Other Expenses		\$60,000.00
NJDMV		
Other Expenses		\$60,000.00
Fire Department		
Salaries & Wages	15,000.00	
Other Expenses		15,000.00
Fire Hydrant Service		
Other Expenses		50,000.00
Aid to Volunteer Fire Co.		
Other Expenses		20,000.00
Emergency Medical Technician		
Salaries & Wages	100,000.00	
Other Expenses		15,000.00
Municipal Prosecutor		
Other Expenses		4,000.00
PUBLIC WORKS:		
Road Department		
Salaries & Wages	40,000.00	
Other Expenses		20,000.00
Sanitation Department		
Salaries & Wages	50,000.00	
Other Expenses		100,000.00
Buildings & Grounds		
Salaries & Wages	0.00	
Other Expenses		40,000.00
Vehicle Maintenance		
Salaries & Wages	0.00	
Other Expenses		20,000.00
HEALTH & HUMAN SERVICES:		
Board of Health		
Salaries & Wages	2,000.00	
Other Expenses		1,000.00
PARKS & RECREATION:		
Maintenance of Free Public Library		
Local Library Aid		
Other Expenses		\$75,000.00
Recreation Department		
Salaries & Wages	10,000.00	
Other Expenses		30,000.00
OTHER COMMON OPERATING FUNCTIONS:		
Celebration of Public Events		
Other Expenses		20,000.00

	<u>SW</u>	<u>OE</u>	
UTILITY EXPENSES:			
Electricity			
Other Expenses		\$30,000.00	
Street Lighting			
Other Expenses		60,000.00	
Telephone			
Gasoline			
Other Expenses		20,000.00	
SOLID WASTE DISPOSAL COSTS:			
Sanitary Landfill			
Other Expenses		50,000.00	
Recycling Tax			
Other Expenses		9,000.00	
STATUTORY EXPENDITURES:			
Public Employee Retirement System			
Other Expenses		129,881.00	
Social Security & Medicare			
Other Expenses		25,000.00	
Disability			
Other Expenses		0.00	
Police & Fire Retirement System			
Other Expenses		381,989.00	
Defined Contribution Retirement Plan			
Other Expenses		5,000.00	
STATE & FEDERAL GRANT PROGRAMS			
Clean Communities Grant - 2013			
Other Expenses		15,452.91	
Clean Communities Grant - 2014			
Other Expenses		14,491.66	
Recycle Tonnage Grant - 2011			
Other Expenses		10,513.62	
Body Armor Replacement Grant-2014			
Other Expenses		1,765.27	
MUNICIPAL COURT FUNCTIONS:			
Municipal Court			
Salaries & Wages	25,000.00		
Other Expenses		4,000.00	
Subtotal	<u>\$562,000.00</u>	<u>\$1,732,293.46</u>	<u>\$2,294,293.46</u>
CAPITAL IMPROVEMENTS:			
5% Downpayment			
Other Expenses		\$50,000.00	
DEBT SERVICE:			
Bond Principal			
Other Expenses		200,000.00	
Note Principal			
Other Expenses		0.00	
Interest on Bonds			
Other Expenses		25,000.00	
Interest on Notes			
Other Expenses		0.00	
RESERVE FOR UNCOLLECTED TAXES:			
Reserve for Uncollected Taxes			
Other Expenses		0.00	
TOTAL GENERAL FUND	<u>\$562,000.00</u>	<u>\$2,007,293.46</u>	<u>\$2,569,293.46</u>

**SEWER UTILITY FUND
EMERGENCY TEMPORARY BUDGET APPROPRIATIONS**

	<u>SW</u>	<u>OE</u>	
GENERAL GOVERNMENT:			
Administration			
Salaries & Wages	5,000.00		
Other Expenses		15,000.00	
Operations			
Salaries & Wages	50,000.00		
Other Expenses		30,000.00	
Audit Services			
Other Expenses		0.00	
Engineering Services			
Other Expenses		5,000.00	
Legal Services			
Other Expenses		0.00	
INSURANCE:			
Liability Insurance			
Other Expenses		10,000.00	
Worker Compensation			
Other Expenses		10,000.00	
Employee Group Insurance			
Other Expenses		20,000.00	
STATUTORY EXPENDITURES:			
Social Security & Medicare			
Other Expenses		0.00	
Disability			
Other Expenses		0.00	
Subtotal	55,000.00	90,000.00	145,000.00
CAPITAL IMPROVEMENTS:			
5% Downpayment			
Other Expenses		0.00	
DEBT SERVICE:			
Bond Principal			
Other Expenses		10,000.00	
Interest on Bonds			
Other Expenses		20,000.00	
TOTAL SEWER UTILITY FUND	\$ 55,000.00	\$ 120,000.00	\$ 175,000.00
TOTAL EMERGENCY TEMPORARY BUDGET	\$ 617,000.00	\$ 2,127,293.46	\$ 2,744,293.46