

**EASTAMPTON TOWNSHIP COUNCIL**  
**REGULAR SESSION MINUTES**  
March 22, 2010  
7:30 p.m.

Mayor Springer called the meeting to order at 7:30 p.m.

Mayor Springer certified that the meeting was published in the Burlington County Times on January 8, 2010. Notice was posted on the Municipal Bulletin Board. All requirements of the "Open Public Meetings Act" were satisfied.

Present were: Mayor Jay Springer, Deputy Mayor Louise Campbell, Council Member Joseph Maroccia, Council Member Keith Nagler, and Council Member Walter Tafe. Also present were: Township Attorney Eileen Fahey, and Township Manager Scott Carew. Municipal Clerk Kim-Marie White left on an emergency at 9:30 p.m.

**PUBLIC COMMENT: NONE**

**TOWNSHIP MANAGER'S REPORT:**

Township Manager Carew recognized Leon Jones from the audience who would be supplying tile and delivery to the Summer Park Program.

Township Manager Carew stated the power was out along the Creek after the storm, but power has been restored and residents are safe.

Township Manager Carew said that Township Attorney Fahey has sent a follow-up letter to Mr. Rucker asking where his financial records are for the vetting process. Mr. Carew said the \$10,000 for escrow has been deposited in the escrow account.

Township Attorney Fahey said as of March 21 they are 30 days in for the 90 day review of his financial record and proceed with the vetting process.

Township Manager Carew said that he invited Jack Bruno to the meeting based on a recommendation last year from Council so the finance department could be worked on based on the audit results. Mr. Carew said Jack has been in to examine the office and feels confident that Mr. Bruno can get the office where it needs, to be including the general ledger on Edmunds. Mr. Carew said for the past couple of years they have been budgeting an extra \$5,000 to have Bill Hale do the general ledger in excel. Mr. Carew said that Mr. Bruno would be working with Gerry and training him to make sure Gerry is where he needs to be. Mr. Carew said they are budgeting an additional \$10,000 for Jack to come in for a total of \$15,000.

Jack Bruno stated he is a Registered Municipal Accountant, Chief Financial Officer and a Certified Public Accountant. Mr. Bruno said the main concern came from the present auditing

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services for taking on responsibilities that they felt they should not be doing. He agrees there should be a separation of duties and that the auditing firm remains independent while reviewing the records. Mr. Bruno said with the best practices, that were adopted by the Governor, the first department looked at would be the finance office and that needs to be in order. Mr. Bruno said the auditors had issues with the general ledger and the annual financial statement. Mr. Bruno said manual excel sheets should be kept since the Township already has the Edmunds system operating. Mr. Bruno looked at the weakness of the general ledger and has identified what needs to be done to correct it. Mr. Bruno said he could come in and do the initial set-up properly. Mr. Bruno explained the auditing mishap that Mr. Carew tried to explain at the March 8 meeting. Mr. Bruno said the auditors did not move funds; they moved a charge and never alerted the Chief Financial Officer. It was a miscommunication on the Auditor's part.

Township Manager Carew went over his spreadsheet regarding municipal aid formulas. He would like Council to approve the Resolution listed on the agenda and he would forward the Resolution to the Governor and the legislators.

**APPROVAL OF MINUTES:**

February 22, 2010

March 8, 2010

It was MOVED by CAMPBELL and seconded by MAROCCIA that the February 22, 2010 and March 8, 2010 minutes, be approved.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays February 22, 2010 and March 8, 2010 minutes were approved.

**ORDINANCE – INTRODUCTION:**

Ordinance No. 2010-5            An Ordinance to Amend Chapter 40-3 Building Construction Fees

It was MOVED by NAGLER and seconded by MAROCCIA to introduce Ordinance 2010-5 and set public hearing for April 12, 2010.

Mayor Springer said the publication date on the ordinance would be March 26, 2010.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, Ordinance 2010-5 was approved.

**RESOLUTIONS:**

Resolution R2010-35            Authorize Person to Person Transfer of Alcoholic Beverage License from Sudbury Enterprises, Inc., to Andriana Limited Liability Company, Inc.

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It was MOVED by CAMPBELL and seconded by MAROCCIA to approve Resolution R2010-35.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, Resolution R2010-35 was approved.

Resolution R2010-36                      Authorize Emergency Temporary Appropriation with Respect to  
General Operating Expenses

It was MOVED by NAGLER and seconded by TAFE to approve Resolution R2010-36.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, Resolution R2010-36 was approved.

Resolution R2010-37                      Calling Upon the State Legislature and the Governor's Office  
to address the Inequity and Unfairness in the Current Funding  
Formulas for State Aid for Municipalities

It was MOVED by NAGLER and seconded by MAROCCIA to approve Resolution R2010-37.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, Resolution R2010-37 was approved.

Resolution R2010-38                      Closed Session

It was MOVED by NAGLER and seconded by TAFE to approve Resolution R2010-38.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, Resolution R2010-38 was approved.

**ACCEPTANCE OF REPORTS:**

- Construction
- Tax Collector's Annual Report
- Westampton Court (February)

Councilman Nagler asked if they could table the Tax Collector Annual Report for clarification on the tax rate.

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It was MOVED by CAMPBELL and seconded by NAGLER to approve table the Tax Collector Annual Report for clarification on tax rate.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, the motion was approved to table the Tax Collector Annual Report for clarification on tax rate.

It was MOVED by TAFE and seconded by MAROCCIA to approve the reports Construction and Westampton Court.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, the monthly reports for Construction and Westampton Court report were approved.

#### **APPROVAL OF BILLS:**

It was MOVED by NAGLER and seconded by CAMPBELL that the March 18, 2010 bill list be approved.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, the bills dated March 18, 2010 were approved.

#### **NEW BUSINESS:**

- Marriage Ceremonies

Township Clerk White said the Mayor and Deputy Mayor can marry people and based on the economy everyone is requesting to get married by the Mayor and Deputy Mayor to fit their financial budgets. The requests are unreasonable and she would like to set a new policy that the Mayor and Deputy Mayor choose one day a week to marry; no other accommodations would be made.

- 2010 Census

Mayor Springer said the Township Clerk White received a 19 pound box of colored census fliers, and Dr. Karstek approved the flyer so they could get over to the school to go home with the students. The census logo and census link is on the website.

**OLD BUSINESS:**

- Business License Program

Township Attorney Fahey said the ordinance that was adopted by the Township recently has a regulation that the owners need to have a background check done. The background checks could cost up to \$50.00 without the \$25.00 business license fee. Ms. Fahey is asking Council if they wish to amend the ordinance to take that regulation out and if the Zoning Officer feels at a later time that the business owners need to have the background checks done they could always amend the ordinance to include it.

Zoning Officer Newcomb said this was meant to be a check and balances for the Zoning Officer, Code Enforcement Official, Fire Inspector and the Tax Collector. It was never meant to have the owners investigated for any additional costs just a check and balance. She said what if they did find something on an owner, what would they do about it and who would be the judge of it. She does not require this to be done in her other towns.

Construction Official Blair said the information is good to have for emergency situations.

It was MOVED by NAGLER and seconded by MAROCCIA to amend Ordinance 2009-10 and have the new amended ordinance to eliminate the police investigation and have it listed on the April 12 agenda for introduction.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, to amend Ordinance 2009-10 and have the new amended ordinance to eliminate the police investigation and have it listed on the April 12 agenda for introduction.

- 2010 Municipal Budget Review

Township Manager Carew handed out a simple spreadsheet with revenues and appropriations for the departments. Mr. Carew went over the spreadsheet with Council.

Chief Financial Officer Mingin explained what surplus was carried over from 2009. He also explained the anticipated surplus for 2010.

Chief Financial Officer Mingin and Council went over the Tax Collector's annual report.

Township Manager Carew said they are down \$428,000 as far as revenue.

Township Manager Carew said since the fall, when they last spoke about the budget, he and Chief Financial Officer Mingin cut an additional \$50,000 from the department operating budgets.

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Chief Financial Officer Mingin said for every penny Council wants to cut, it would amount to \$52,000.

Councilman Nagler asked if cell phone service could be shared with the school to help cut expenses on both sides. He asked Township Manager Carew to speak with Dr. Krastek regarding an Interlocal Agreement for cell service.

Township Manager Carew said no matter how the budget is looked at he needs to make \$110,000 worth of cuts.

Chief Financial Officer Mingin said to be levy cap compliant they need to be at 6.2 cents.

Councilman asked how much money would need to be cut from budget to only have a two cent increase.

Chief Financial Officer Mingin said they would need to cut \$360,000.

Township Manager Carew said he would speak to the bargaining units about further concessions to make up the difference in loss of state aid.

- 2010 Over expenditures in writing by CFO (11.9.09 Council Meeting)

Chief Financial Mingin said there was only one over expenditure and that was the \$45,000 that was a missed posting and has been corrected and addressed in the Manager's report.

- Parking Regulations (snow and over sized vehicles)  
Snow fall how many inches to plow

Mayor Springer asked Township Manager Carew if he reached out to Rich Parks.

Township Manager Carew said he did and asked him to get in touch with Eileen and Gerry. He said he would follow up with him.

- Portable Storage Units (PODS) (draft)

Township Attorney Fahey said she has prepared a draft POD ordinance for Council to review, if Council wishes this could be introduced at the April 12 meeting. The permits for PODS would be handled through the Zoning Officer.

- Power surge problems at Manor House and in town

Township Manager Carew said he spoke with PSE&G and they are still investigating the problem.

- BAN Balances

Township Manager Carew said this would be addressed during the Municipal budget review.

- Escrow Report for January/February

Township Manager Carew said he did not do the escrow report for January and February yet. He has been keeping track of what was coming in and going out.

- Collecting Old Court Fines

Township Manager Carew said he has nothing new to report.

Council Member Nagler asked that this be addressed for the April 12 meeting.

- Social Networking (Facebook)

Township Manager Carew said that Township Clerk White did some work on the website and added a button for mailing lists which came out very nice. Mr. Carew said there are three different mailing lists people could subscribe to: Agendas, Newsletter and Emergency Notifications. Mr. Carew said he believes this should serve the purpose for social networking and they could always revisit it at a later time.

- Newsletter (Scheduled to go out 3-19) (notify owners on Knightsbridge to shovel sidewalks and Kiersten's Cause)

Township Manager Carew said the newsletter is being done this week. Mr. Carew thanked Councilman Nagler for speaking with Linda Rogers to get the file for a mail merger.

- Auditing mishap (did Auditor submit explanation on March 12)

Township Manager Carew said this would be addressed during the Municipal budget review.

- FEMA money (is Public Works being paid, keeping comp time, or using the money for maintenance)

Township Manager Carew said he wants to wait to get the check before they decided what to do with the check.

**STAFF AND PROFESSIONAL COMMENTS:** None

**PUBLIC COMMENT:**

Biagio Leopanto, 36 Willowbrook Way, asked if the employees contribute toward their pension and healthcare. He asked with winter months coming they can go to three trash collections in a month.

Township Manager Carew said that the employees do contribute to their pension, dental insurance and the prescription plan. Mr. Carew said he would speak with Rich Parks regarding the trash a reduction in trash pickups.

Mayor Springer said they could look at it to see what the cost savings would be.

Councilman Nagler said doing trash collections three times a month's is a good idea.

Mayor Springer said that all municipal employees are required to pay 1.5 percent for healthcare coverage.

Peter Ulyett, 19 Chelsea Road, said during the meeting they discussed the pension being deferred and asked for a further explanation. He asked what the discrepancy was with the Tax Collector's Annual report. He asked if there was an increase or decrease from last years' budget to the current year.

Township Manager Carew said in order for the Township to receive extraordinary aide deferring the pension was a requirement. Mr. Carew said the Tax Collector's Annual report and the Chief Financial Officer's numbers did not match so he would look into that and get back to Council. Mr. Carew said the total budget this year is \$24,000 more than last year.

It was MOVED by NAGLER and seconded by CAMPBELL to adjourn meeting at 10:30 P.M and go into closed session.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, the motion passed to adjourn the meeting and proceed into closed session.

It was MOVED by NAGLER and seconded by TAFE to adjourn meeting at 10:45 P.M.

ROLL CALL: Ayes - Campbell, Maroccia, Nagler, Tafe, Springer  
Nays - None

There being five (5) ayes and no nays, the motion passed to adjourn the meeting.

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Kim-Marie White  
Kim-Marie White  
Municipal Clerk

Jay Springer  
Jay Springer  
Mayor

Approved: April 12, 2010