

BOROUGH OF MEDFORD LAKES

OCTOBER 11, 2007

WORKSHOP SESSION

A Workshop Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in the Denby Annex of the Medford Lakes Colony, beginning at 6:30pm. Mayor Casey presided. The agenda for the meeting was to discuss preparations for the 2008 budget.

In attendance were Mayor Casey, Councilman Weiss, Councilman Woodend, Manager Knight, Deputy Clerk McIntosh, and Public Works Superintendent McCorriston.

Each member of Council discussed his suggestions on how to proceed with the budget process, which included looking at methods of cost savings, reducing services, spending tax money more efficiently, evaluating what areas could be better run, presenting options to the public, evaluating how department heads manage their departments, and being a municipality that is pro-active rather than reactive

CMFO Condo suggested holding professionals accountable, getting "out in front" of expenses, and utilizing contracts that could be negotiated at shorter intervals.

Manager Knight agreed that cutting services may be a necessary option.

Council directed Manager Knight to hold an employee-wide meeting to discuss how urgent the financial situation of the Borough is and to brainstorm for ideas for cutting taxes.

The meeting will be held on Friday, October 19, 2007, at 8:00am sharp in Vaughan Hall. Mayor Casey will represent Council.

REGULAR MEETING

The Regular Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in the Denby Annex of the Medford Lakes Colony beginning at 6:30pm. Following the Pledge of Allegiance, Mayor Casey read the Statement of Compliance with the Open Public Meetings Act. This is to announce that adequate notice in the form of Notice of Meetings was (1) posted on the Administration Building bulletin board, (2) mailed to The Central Record, Medford, NJ, (3) mailed to the Burlington County Times, Willingboro, NJ, (4) mailed to the Courier Post, Cherry Hill, NJ, and (5) filed with the Municipal Clerk. Advance written notice of this meeting was mailed to all persons who requested such notice according to the Clerk of the Municipality.

In attendance were Mayor Casey, Councilman Weiss, and Councilman Woodend. Also present were Solicitor Lange, Manager Knight, and Deputy Clerk McIntosh.

Council and the public observed a moment of silence to honor those service men and women currently in harm's way overseas.

PUBLIC COMMENT

Joe Aromando, 285 Shingowack Trail, admonished Council about their lack of fiscal responsibility, citing cost overruns to Oaks Hall. He suggested merging with Medford or Evesham in order to save tax money.

ORDINANCES

Mayor Casey introduced Ordinance 538, seconded by Councilman Weiss, on Second and Final Reading.

ORDINANCE 538

AN ORDINANCE AUTHORIZING THE APPROPRIATION OF \$507,000 FROM THE CAPITAL FUND FOR THE OAKS HALL MUNICIPAL BUILDING

BE IT ORDAINED by the Borough Council of the Borough of Medford Lakes, in the County of Burlington, and State of New Jersey, as follows:

SECTION 1. The improvement described in Section 2 of this Ordinance is hereby authorized as general improvements to be made by the Borough of Medford Lakes, New Jersey. For the said improvements or purposes stated in Section 2, there is hereby appropriated the sum of five hundred and seven thousand dollars and 00/100 (\$507,000), which is now available in the Reserve for New Municipal Building fund, the General Capital Fund Capital Improvement Fund, the General Capital Fund Balance Surplus and the Wastewater Utility Capital Improvement Fund.

SECTION 2. (a) The Improvement hereby authorized is Improvements to the New Municipal Building for use by the Borough of Medford:

(b) The estimated cost of said General Capital Improvements in addition to those funds authorized by previous ordinances is five hundred and seven thousand dollars (\$507,000) for the improvements described in Section 2 (a) above, which sum is hereby appropriated as follows:

\$407,000.00	Reserve for New Municipal Building
23,000.00	General Capital Improvement Fund
29,151.05	General Fund Capital Surplus
47,848.95	Wastewater Utility Capital Imp. Fd.
<u>\$507,000.00</u>	

SECTION 3. The following matters are hereby determined, declared, recited and stated:

(a) The said purpose described in Section 2 of this Ordinance is not a current expense, and is property or improvement, which the Borough may lawfully acquire or make as a general improvement.

(b) The period of usefulness of said purpose, within the limitations of said Local Bond Law, and according to the reasonable life thereof, is 20 years (20) years for Section 2 above.

SECTION 4. The 2007 general capital budget of the Borough of Medford Lakes is hereby amended to conform to the provisions of this Ordinance to the extent of any inconsistency herewith.

SECTION 5. This ordinance shall take effect after publication and final passage, according to law.

PUBLIC COMMENT: Mr. Aromando advised Council he felt moving \$47,000 from the Wastewater budget is irresponsible.

VOTE TO APPROVE ORDINANCE 538 ON SECOND AND FINAL READING

Ayes: Casey, Weiss, Woodend

Nays: None

Ordinance 538 is approved

RESOLUTIONS

Mayor Casey introduced Resolution 128-07, seconded by Councilman Woodend.

**RESOLUTION 128-07
A RESOLUTION AUTHORIZING THE RETURN OF LOST/FOUND MONEY**

WHEREAS, on February 7, 2007, MLPD Chief Frank Martine reported in Incident Number 07-541 that \$150.00 (cash) was found in front of 152 Chippewa Trail by Mollie Amato of 152 Chippewa Trail, Medford Lakes, NJ; and

WHEREAS, said \$150.00 was placed in an evidence bag and secured in the vault and has not been claimed since that time;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Medford Lakes, County of Burlington, and State of New Jersey that the \$150.00 shall be turned over to Mollie Amato by the Medford Lakes Police Department.

VOTE TO APPROVE RESOLUTION 128-07

Ayes: Casey, Weiss, Woodend

Nays: None

Resolution 128-07 is approved

Mayor Casey introduced Resolution 129-07, seconded by Councilman Woodend.

**RESOLUTION 129-07
A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LABOR AND RELATED JAMB MATERIALS TO INSTALL ALL WINDOWS IN OAKS HALL, SAID CONTRACT BEING AWARDED TO HEARTBILT HOMES, INC., IN THE AMOUNT OF \$21,646.00**

WHEREAS, the Borough of Medford Lakes has a need to acquire the services of a contractor to install windows in Oaks Hall as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20-5, as appropriate; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is less than six months; and

WHEREAS, HeartBilt Homes, Inc., in a Change Order dated 8-21-07, indicated they will provide the labor and related jamb materials to install all windows in Oaks Hall, for a price of \$21,646.00; and

WHEREAS, HeartBilt homes has completed and submitted a Business Entity Disclosure Certification, which certifies that HeartBilt Homes, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Medford Lakes in the previous one year; and

WHEREAS, the contract will prohibit HeartBilt Homes, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, funds are available for this award as evidence by the attached certification of availability of funds; this contract shall be charged to the Oaks Hall capital budget;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Medford Lakes hereby authorizes the Borough Manager to enter into a contract with HeartBilt Homes, Inc., for labor and related jamb materials to install all windows in Oaks Hall in the amount of \$21,646.00, as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to pay for this work upon proper completion of invoice and purchase order documents property signed by the appropriate Borough officials.

VOTE TO APPROVE RESOLUTION 129-07

Ayes: Casey, Weiss, Woodend

Nays: None

Resolution 129-07 is approved

Mayor Casey introduced Resolution 130-07, seconded by Councilman Woodend.

RESOLUTION 130-07

A RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE, FOR THE PROOJECT KNOWN AS NJDOT SAFE STREETS TO SCHOOLS PROGRAM, TRADING POST TRAIL IMPROVEMENTS, AMENDING THE CONTRACT WITH COMMAND COMPANY, INC., FROM \$112,285.00 TO \$ 117,090.00, AN INCREASE OF \$4,805.00

WHEREAS, Change Order Number One for the project known as NJDOT Safe Streets to Schools Program, Trading Post Trail Improvements, was developed to provide for labor, quantity adjustments, and other materials to complete the project; and

WHEREAS, Change Order Number One, dated October 9, 2007, amends the contract with Command Company, Inc., from \$112,285.00 to \$117,090.00, an increase in the contract of \$4,805.00; and

WHEREAS, Project Engineer Alaimo Association of Engineers recommends approval of said change order; and

WHEREAS, the Chief Financial Officer has certified the availability of funds;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Medford Lakes, County of Burlington, and State of New Jersey, that Change Order Number One be and is hereby approved; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute the necessary documents relative to this Change Order.

VOTE TO APPROVE RESOLUTION 130-07

Ayes: Casey, Weiss, Woodend

Nays: None

Resolution 130-07 is approved

OLD BUSINESS

DAMS – PSE&G still has not connected power for the lights on the dams.

Manager Knight is expecting a written determination from Alaimo regarding the liquidated damages issue.

Council discussed signing the dams to deter skateboarders using the ramp.

OAKS HALL – Solicitor Lange reviewed the site-work bids and recommended the contract be awarded to W.J. Gross, Inc. , the lowest responsible bidder.

Council discussed the four alternates to the bids, which include radiant floor heating, storage space, card key entry system, and foundation stonework. They agreed the stonework could wait until a later time.

Council directed that the Borough’s public address system be moved from the storage trailer to the Wastewater trailer and the equipment be tested.

Log staining cannot proceed until the contractor has received his Public Contract Certification.

Mayor Casey made a motion, seconded by Councilman Weiss for discussion, to include the radiant floor heating system in the contract.

VOTE ON MONTION

Ayes: Casey, Weiss

Nays: Woodend

Motion carries

Mayor Casey made a motion, seconded by Councilman Weiss for discussion, to include the card key entry system in the contract.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Motion carries

Mayor Casey made a motion, seconded by Councilman Woodend, to include overhead storage in the contract.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Motion carries

Mayor Casey made a motion, seconded by Councilman Weiss, not to include the stone facing in the contract.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Motion carries

PUBLIC WORKS BUILDING – Manager Knight is waiting for the Certificate of Filing from the Pinelands Commission before demolition can begin.

MISCELLANEOUS – Mr. Easi is also waiting for a Certificate of Filing from the Pinelands Commission before the buildings on his property at the corner of Stokes Road and Lenape Trail can be demolished.

Councilman Woodend made a motion, seconded by Mayor Casey, to adopt by resolution a letter to the New Jersey Department of Transportation to reduce the speed limit on Tuckerton Road, between Lenape and Nahma Trails, from 40 miles per hour to 35 miles per hour.

RESOLUTION 131-07

A JOINT RESOLUTION OF THE MEDFORD LAKES BOROUGH COUNCIL AND MEDFORD LAKES BOARD OF EDUCATION REGARDING THE SPEED LIMIT ON TUCKERTON ROAD

WHEREAS, County Route 620, Tuckerton Road, is a County Road which bisects Medford Lakes Borough; and

WHEREAS, the present speed limit on County Route 620 from Lenape Trail east to Mohawk Trail is 40 miles per hour; and

WHEREAS, there is significant pedestrian and bicycle traffic across County Route 620; and

WHEREAS, County Route 620, Tuckerton Road, accommodates significant bus and truck traffic during school hours; and

WHEREAS, the Medford Lakes Board of Education has identified the present pedestrian and bicycle crossing as posing a significant hazard to the residents of the Borough and in particular to the school children of the Borough; and

WHEREAS, the Medford Lakes Board of Education has requested that Burlington County and the New Jersey Department of Transportation reduce the present speed limit from 40 miles per hour to 35 miles per hour in order to minimize the hazard posed to the residents and school children of Medford Lakes Borough; and

WHEREAS, the Borough Council recognizes the significant volume of truck and bus traffic utilizing County Route 620 and the hazards associated with the intensity of the use in the densely populated Borough;

NOW, THEREFORE, BE IT RESOLVED JOINTLY by the Medford Lakes Borough Council and the Medford Lakes Board of Education that the Borough Council and the School Board do hereby request and urge the New Jersey Department of Transportation, in conjunction with Burlington County, to lower the legal speed limit on County Road 620 from Lenape Trail east to Mohawk Trail from 40 miles per hour to 35 miles per hour.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Motion carries

NEW BUSINESS

The Clerk's test is scheduled for Thursday, October 18, 2007. Manager Knight and Deputy Clerk McIntosh will be sitting for it.

REPORTS

SOLICITOR – Mr. Lange was previously directed to obtain information from other jurisdictions concerning inter-local service agreements with regard to wastewater. He has the information and will provide it to Council.

Council directed Manager Knight to have the Borough's assessor set minimum prices for the land in question prior to the final easements for property owners.

MANAGER – Mr. Knight provided Council with a copy of the tentative labor agreement between the Borough and Wastewater employees.

Manager Knight advised that the oil spill on Upper Aetna Lake has been contained and the homeowner has hired a company to remediate the soil. Both the Colony's and the Borough's website have been updated to reflect this information.

PUBLIC SAFETY – Fire Chief McIntosh reported a very successful open house for Fire Prevention Week.

ADMINISTRATION – nothing other than the budget discussions.

PUBLIC WORKS – Councilman Weiss, liaison to Public Works, is scheduled to meet with those employees on Friday, October 12, 2007, at 8:30am in the firehouse.

PAYMENT OF BILLS

Councilman Woodend made a motion, seconded by Mayor Casey, to pay the bills on the Bill List.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Motion carries

ADJOURNMENT

Mayor Casey made a motion, seconded by Councilman Weiss, to adjourn.

VOTE ON MOTION

Ayes: Casey, Weiss, Woodend

Nays: None

Meeting adjourned at 8:50pm