

FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION

April 11, 2007

8:00 PM

CALL TO ORDER

Council President Baldorossi called the meeting to order.

SUNSHINE STATEMENT

The Opening Statement was read: Notice of this meeting has been given in accordance with the Open Public Meetings Act. Notice was published in the Burlington County Times on January 7, 2007; given to the Register News for information; posted on the municipal bulletin board.

ROLL CALL

Present: John Fratinardo, Bruce Garganio (Late), Elizabeth Ryan, Jerry Sandusky, Frank Baldorossi

Also Present: Mayor Michael Muchowski (Late); Richard A. Brook, Township Administrator (Late); Thomas Sahol, Assistant Municipal Administrator; Dante Guzzi, Township Engineer; Russell Trice, Township Water and Sewer Engineer; William John Kearns, Jr., Township Solicitor; Joy M. Weiler, Township Clerk

Note: The Mayor, Township Administrator and Council Member Garganio were in a meeting prior to the Council Meeting.

PUBLIC COMMENT

Don Kamienski, 10 McCay Drive, noticed that the topic of Truck Parking on Delaware Avenue and Station Road is on the Agenda for discussion and asked if he would be able to share information with Council at that time or should he speak now? Council President Baldorossi stated that Mr. Kamienski will be given an opportunity to speak during that topic.

NOTE: Council Member Garganio present at this time.

All residents having an opportunity to be heard, MOTION by Ryan; seconded by Fratinardo to close the public portion of the meeting. All ayes - motion carried.

TOWNSHIP WATER AND SEWER ENGINEER

HAPCO/Amoco Gas Station Bond

Russell Trice, Township Water and Sewer Engineer, had the site inspected on March 22nd and at that time there were no water or sewer improvements installed. The owner of the station informed the inspector that they were not going to begin work until they received township approval to make the connections. He does not understand that because the plans were approved years ago. Mr. Trice had his inspector stop there today and he found that they have started installation of the sewer lateral. The inspector was told on site that they are not going to install the water main until they get township approval. Apparently there is an issue with a fire line going back to the building.

Council Member Garganio asked if HAPCO/Amoco could be shut down? Nothing has been done right. Mr. Trice stated that the sewer lateral they are installing is not the material that was specified. Dan Guzzi, Township Engineer, spoke with HAPCO after the last Council Meeting regarding the turning radius for the trucks and they are interested in modifying it to comply. Just yesterday Mr. Guzzi received a revised sketch, which would basically be reinstalling the curb to allow for full

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movement. He has not had a chance to look at it yet. When Mr. Guzzi met with them, one of the issues was finishing the building and the water and sewer. They stated that they were waiting for water and sewer approvals; Mr. Guzzi was not aware of any approvals that they needed because it was all done years ago. Council Member Garganio asked, since HAPCO's engineer sealed the drawings and said they were going to work but they do not work can the township close that exit? Mr. Guzzi stated yes, they are operating under a temporary CO. Council Member Sandusky agrees with Council Member Garganio. The Council Member's concern is the trucks blocking the three (3) lanes of traffic as they exit. Council Member Fratinardo believes the township needs to show them that they mean business. They have been given chances and they do not do anything. He dislikes that they say they are waiting for the township when approvals were given years ago. His other concern is the sewer lateral material is not what was approved. Council Member Garganio asked if revised plans would have to go back before the board or is it a field change? Mr. Guzzi reviewed the history of the project. They originally came in and presented a letter of no interest from NJDOT to the Planning Board. The Planning Board accepted the letter; they went through the approval process; construction began, then NJDOT shut them down because it turned out that the plans they sent to the DOT (that they received a letter of no interest for) were not the plans that were approved by the Planning Board. It then took almost two years to get a permit from NJDOT. That was two years where nothing happened. Part of the changes DOT required was a change in the width of the radius, which did not go back before the Board. Council Member Garganio feels it should go back before the Board. He feels if the site cannot be done safely, the diesel pumps should not have been put in. Mr. Guzzi will speak with Administrator Brook in the morning.

Well No. 6

Mr. Trice reported that the preconstruction meeting for Well No. 6 was held. The site has been cleared and the contractor will be starting work shortly.

Council Member Garganio stated that the Water and Sewer employees are doing a great job running the line through the facility here. They are moving along quickly. All the work is being done in house.

TOWNSHIP ENGINEER

HAPCO/Amoco Gas Station Bond

Mr. Guzzi reviewed and recommended the Bond Reduction. The reduction is based on the work that has been completed to date and is above the minimum amount that the Municipal Land Use allows. The work that has been completed on the Bond is acceptable. This is separate from the curb replacement issue.

Council Member Ryan verified that the Bond Reduction was not related to what they were just discussing. Mr. Guzzi explained that they have a bond in place and they are permitted to request a reduction for work that has been installed. This work has been installed and accepted. Council Member Ryan asked if they should process the reduction if they are unhappy with what is going on there? Mr. Guzzi feels that Council needs to reduce the Bond and revoke the Temporary CO. Solicitor Kearns agreed. Council Member Garganio asked if any money has been released on the curbing work at the exit? Mr. Guzzi stated for work that has been completed. Council Member Garganio asked if the amount that was released for the curbing that does not function properly could be withheld from the reduction? Mr. Guzzi can reduce the amount of the reduction related to the curbing in that area. The difference will be \$5,000 or \$6,000. Council Member Garganio would like

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Mr. Guzzi to adjust the reduction for the curbing. Mr. Guzzi will amend for installed improvements that do not work and will provide a revised report before next week. A Resolution will be prepared with the amended Schedule "A" for next week.

Delaware Avenue and Station Road: Truck Traffic and Parking

Mr. Guzzi provided a handout utilizing a survey he had on file and plans from Bob's Deli's latest approval, which was some years ago. He showed the line of sight based on where trucks may or may not be parked. There is a no parking area right in front of the deli on the deli side. Mr. Guzzi reported that with the no parking areas in place now and proper enforcement, nothing needs to be done to the site. Council Member Garganio expressed concerns over pushing the problem further down the street. As the tractor trailers park closer to the homes, they will be blocking the sight for people backing out of the driveways onto a heavily traveled road.

Don Kamienski, 10 McCay Drive, provided pictures he took this morning showing four (4) wide trucks parked along Delaware Avenue with three (3) southbound vehicles having to cross the double line to get around those trucks and one (1) northbound vehicle having to get into the fog lane to avoid the southbound cars. On April 6th, 9th and 10th, Mr. Kamienski took an independent traffic survey between 6:40AM and 8:00AM. He stated that if one (1) truck parks outside of the deli on either side of Delaware Avenue and the driver goes into the deli for an average of 8 minutes, an average of seventy-three (73) vehicles pass by on Delaware Avenue having to illegally cross over the double line or fog line to get past the truck. Mr. Kamienski offered to share his traffic survey data with Council when they meet with the owner of Bob's Corner Deli in May. Clerk Weiler stated that this would usually be discussed at a Worksession. The next Worksession meeting is May 9th. Clerk Weiler will confirm which meeting this will be discussed at and contact Mr. Kamienski.

Council Member Fratinardo asked Mr. Kamienski how many trucks stop in the morning? Mr. Kamienski responded that during the 80-minute period he was there on April 6th there were five (5), on April 9th there was one (1), on April 10th there were five (5). His conclusion is the number of parked vehicles is low but the safety impact is high. It is a low number of customers that would not impact the owner's business. Mr. Kamienski suggested posting no parking to Holly Street.

NOTE: Mayor Muchowski present at this time.

Bill Bott, 64 Riverbank Drive, stated that there is also a sight problem when deliveries are made to the store. Council Member Fratinardo stated that it is not the best of intersections for sight when no trucks are parked there.

Charles Burg, 495 Delaware Avenue, drives a truck sometimes and stated that one of the problems is there are very few places for truck drivers to stop and take a break. He feels if they allowed truck parking at the Wawa on Route 130 it would alleviate some of the problems at the intersection of Delaware Avenue and Station Road. Council Member Garganio stated that Wawa has approvals to turn the lot behind them into truck parking for six (6) trucks. Mayor Muchowski stated that Wawa decided not to proceed with truck parking.

NOTE: Administrator Brook present at this time.

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Road Program

Mr. Guzzi stated that at a previous meeting Council decided to definitely move forward with Pine Street and E. Sixth Street and look to see if other roads would be added to the Road Program. Pine Street and E. Sixth Street total approximately \$130,000, which is the amount of the grant that was received.

Mr. Guzzi provided a list of possible streets; items 1-5 are streets that are eligible for funding under the grant; items 6-10 are streets that were suggested by Council or Administration; items 11-16 are some alleys that were looked at last year. The alleys were bid as alternates last year but not awarded. Council President Baldorossi stated that the alleys in Roebing on the list are not row homes backing up to row homes. Mr. Guzzi stated that these are options, Council can choose off of the list. He would like to get the Road Program out this spring. Council Member Garganio would like to do Coachman's Drive. Mr. Guzzi stated that half could be done this year and the other half done at another time.

Mr. Guzzi stated that work for the grant has to go out to bid this year. He would like to go out to bid this spring so construction can take place over the summer. He stated that the survey work is done and design has begun for Pine Street and E. Sixth Street.

Council Member Garganio would like to do the whole length of Coachman's Drive so the development is not torn up for two years. Mayor Muchowski suggested Norman Avenue also; there are some serious issues.

Mayor Muchowski asked the financial ability to do both Norman Avenue and Coachman's Drive? Administrator Brook first advised that the number on Mr. Guzzi's list is for construction costs only. The final cost after engineering and bonding will be 25% to 30% higher. He stated that the township has the borrowing capacity to do it but one day the debt service will become due and the rate will have to be adjusted. He suggested doing all of Coachman's Drive and Norman Avenue. He does not believe it is worth letting the roads deteriorate any further.

It was on the MOTION of Sandusky, seconded by Fratinardo to include Pine Street, E. Sixth Street, all of Coachman's Drive and Norman Avenue in the Road Program.

Upon roll call Council voted as follows:

YEAS: Fratinardo, Garganio, Sandusky, Baldorossi

NOES: Ryan

ABSENT: None

Motion carries.

A formal Resolution authorizing the plans and specifications will be prepared for next week. Ultimately a Bond Ordinance will have to be done.

Angle Parking in Roebing

As requested, Mr. Guzzi provided a diagram showing angle parking in Roebing opposed to parallel parking on both sides. He reported that it would decrease the number of parking spots from 48 double-sided parallel parking spaces to 28 single sided angle parking spaces, which is a significant difference. He stated that the angle parking does not work in Roebing.

ASSISTANT ADMINISTRATOR

Summer Concert Series

Assistant Administrator Sahol asked if there were any questions regarding the Summer Concert Series? Council Member Ryan stated that it looks terrific. She noted that Florence has one more then Roebing and requested that it be switched the following year. She believes everyone will enjoy it. Council Member Garganio suggested to hold an event at Marter Park next year once construction is complete. Council Member Sandusky suggested advertising in the community businesses. Assistant Administrator Sahol stated that once the dates and places are firm, a playbill will be printed. It will also be advertised on Channel 19 and the website. It could also be placed in the tax bill. If the dates, times and locations were scheduled far enough in advance, they could be included on 2008 calendar.

Assistant Administrator Sahol stated that other communities do not reschedule for a rain out, simply because it is too difficult to advertise the rain date. Also, the bands book well in advance. We will have to forgo a concert event unless we had a backup band. A rain date could be set for a movie event. If there were more then one rainouts we would just hold the first scheduled movie. Council Member Sandusky suggested moving the event to the Roebing Firehouse. Assistant Administrator Sahol stated that may be a possibility for next year. He spoke to another community that tried to hold an event indoors but people were not as inclined to attend as they would an outdoor event. Council Member Ryan would like to try the Roebing Firehouse. Assistant Administrator Sahol would also like to try events in the cooler months in the Roebing Firehouse.

Bustleton Road Park

Assistant Administrator Sahol will provide a more detailed report on the project at the Bustleton Road Park.

MUNICIPAL FACILITIES

Council Member Garganio stated that a few months back there was discussion of the possibility of expanding due to additional staff in the police department. He has been having discussions with Assistant Administrator Sahol and Mr. Guzzi on how the current municipal building could be expanded or the old public works building could be utilized. When discussions first began it was more feasible because additional dollars were supposed to have come in from the sale of the Roebing Steel Mill.

Mr. Guzzi looked at three (3) different options for the expansion of the police facility. The plans are brief and conceptual. The first is a two-story police station that would include the court facility in the old public works building. The second option is a one-story police station that would include the court facility utilizing the old public works building with an addition on the existing building. Both of those options would free up space in the current municipal building. With the help of Assistant Administrator Sahol, Mr. Guzzi also provided a floor plan showing how administration could grow into the space created by moving the police department and court department into a different facility. The third option is to expand the current municipal building to provide additional square footage for the police department. Mr. Guzzi provided a spreadsheet showing a square foot analysis of the existing facilities. He also provided a preliminary cost for each option. The costs for each are not far apart. He explained that at the present time a lot of detail did not go into this, it is more of a concept.

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Council Member Sandusky suggested, instead of putting an addition on the old public works building, utilizing the old Florence Emergency Squad building in conjunction with the old public works building for the police department and court department.

Mayor Muchowski stated that they need to evaluate what to do with the vacant fire department and emergency squad buildings. They could be sold and the revenue could be put into a dedicated source.

With the addition of the female police officers that have been utilizing a trailer, Mayor Muchowski stated there is a need to address the physical situation. He stated that Administrator Brook needs to do an in depth analysis of what the debt will cost. Administrator Brook stated that if the buildings were to be sold, the money would go into surplus and that would reduce the amount to be borrowed.

Council Member Sandusky agrees that there is a need for an expansion. He suggested that they take into consideration the police vehicles response time when deciding whether or not to relocate the police department. When they pull out of the police department lot at their present location they have the space and ability to accelerate to respond to a call. He also agrees that maybe the vacant buildings should be sold to make money to start renovating.

Council Member Fratinardo suggested, since the holding cells are already here in the municipal building, it may save money to move the administrative department to the old public works department. Council Member Garganio stated that the police department would like the court room close to the cells like it is now so they do not have to transport someone by car to court then back to the cell.

Discussion followed regarding the space limitations on the administrative side of the municipal complex. Mr. Guzzi will look into the feasibility of moving the administrative department to the old public works building.

Administrator Brook will go through a debt service/amortization schedule taking in different factors and report back.

Administrator Brook stated, in regards to the vacant emergency squad building, it is not uncommon for municipalities this size to have a separate small building that is used for recreation purposes. Mayor Muchowski stated it could also provide a room for the Florence Historical Society. The use could be changed in that building with little money.

SET FREE YARD SALE

It was on the MOTION of Sandusky, seconded by Fratinardo to set May 19, 2007 as the Free Yard Sale Day with a rain date of May 26, 2007.

Upon roll call Council voted as follows:

YEAS: Fratinardo, Garganio, Ryan, Sandusky, Baldorossi
NOES: None
ABSENT: None

Unanimous approval.

COAH: THIRD PARTY ADMINISTRATOR

Administrator Brook provided a report on the need to hire a third party administrator for COAH especially for the exclusionary units. He met with five (5) or six (6) companies and came up with (2) that are extremely experienced in this market; they are Piazza Associates and HMFA (Housing Mortgage Finance Association). HMFA is a State sponsored administrative agent, which is an advantage over Piazza. Piazza does have a good track record and reputation. Administrator Brook contacted five (5) different municipalities in the area and they all gave good recommendations for HMFA.

Administrator Brook's report included just the major financial components of the difference of the two. They both provide the same type of service. HMFA prefers a three-year contract versus Piazza of a one-year contract. HMFA looks at what is proposed and what is anticipated over the next couple of years to arrive at their fee. That money will be paid for through the development fees that the township has collected. Then there is the initial sales and rentals of new properties, for example Ryan Homes on Olive Street, each one anticipates they will charge \$500 per the initial sale that will take care of all the affirmative marketing, documentation and review of the applicant. That would be charged to the developer. Then there is a buy down program for where a developer buys a market rate unit and turns it into an affordable unit under the State guidelines; Piazza charges \$1,000 to deal with that, HMFA charges \$500. The real difference is in the resale; Piazza charges a flat fee of \$500, HMFA charges 1.25% of the sale price. HMFA charges the seller of the unit. Administrator Brook believes both companies are good but believes that the municipality gets better protection by dealing with HMFA through COAH. HMFA must work harder to continually have DCA's support.

Council Member Ryan verified that HMFA is no longer an arm of the State. Administrator Brook stated that HMFA has branched out from DCA and is not as tightly controlled by DCA, that's why they are now called State sponsored. They are not run by DCA but they are in direct link with DCA as a State sponsored non-profit organization. Council Member Ryan asked what a HAS Transaction Broker is and is that something they control and does the seller's fee go up? Administrator Brook explained that if they use a broker that is HAS sanctioned to sell a home then instead of the usual 6% it becomes 3%, which most sellers probably would not do. The 1.25% is on top of the broker fee. Administrator Brook feels the 1.25% fee is high but it is good that the township is not paying for it; the owner of the COAH unit is paying for it. He believes Piazza's number is more reasonable. This fee only comes in to play when a COAH unit is sold. Mayor Muchowski stated that there is a cap on a COAH unit; a COAH unit would not sell for \$300,000. If a unit sold for \$100,000 Piazza's fee would be \$500 and HMFA's fee would be \$1,250; a \$750 difference. Council Member Ryan asked if the fees were standard in towns that Administrator Brook spoke with? Administrator Brook stated it is standard. The annual fee is the only fee that changes. Administrator Brook spoke with Mary Beth Lonergan and she believes both firms are good.

Council Member Ryan asked if all of this is disclosed to the buyer? Administrator Brook responded yes it is disclosed to the buyer before they buy. In his opinion it has to be a condition that is placed in the deed itself.

Due to the difference in the fee to the seller from Piazza and HMFA, Mayor Muchowski and Council asked that Administrator Brook clarify what the cap would be on a COAH unit before they make a decision. Administrator Brook will report back. Solicitor Kearns believes there is a chart on COAH's website.

FIRE DISTRICT NO. 1's REQUEST: NO THROUGH SIGNS

Administrator Brook stated that the fire company is looking to reduce the amount of traffic on Firehouse Lane, except for those going to the firehouse and Florence Tollgate. Administrator Brook and Assistant Administrator Sahol will work on the wording for the sign and have it posted. Council Member Fratinaro suggested a no outlet sign.

ACTION

APPLICATION

- A. Raffle: Florence Township Civic Association, Night at the Races, St. Nicholas Picnic Grove, May 12, 2007, 2:00PM – 2:00AM

It was on the MOTION of Fratinaro, seconded by Ryan to approve the above application.

On the Question

Nothing at this time.

Upon roll call Council voted as follows:

YEAS: Fratinaro, Ryan, Baldorossi

NOES: None

ABSENT: None

ABSTAIN: Garganio, Sandusky

Motion carries.

RESOLUTION

RESOLUTION NO. 2007-74

**AUTHORIZE THE CHIEF OF POLICE
TO FILE APPLICATION FOR
DOMESTIC VIOLENCE TRAINING REIMBURSEMENT 2007**

It was on the MOTION of Sandusky, seconded by Fratinaro to approve Resolution No. 2007-74.

On the Question

Nothing at this time.

Upon roll call Council voted as follows:

YEAS: Fratinaro, Garganio, Ryan, Sandusky, Baldorossi

NOES: None

ABSENT: None

Unanimous approval.

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ROEBLING STEEL MILL SITE

Administrator Brook has received some phone calls from interested developers and has been advising them that the EPA will be meeting with the governing body to talk about the site and no offers or discussions will be entertained until after that meeting. Administrator Brook has a call into Tamara Rossi of the EPA to set up some dates to meet in May. At that point Council can advise how they would like the meetings with developers handled.

9:35 PM MOTION by Sandusky, seconded by Ryan to adjourn meeting. Roll call vote - all ayes.

ADJOURNMENT

9:35PM Meeting adjourned.

Respectfully submitted,

JOY M. WEILER
Township Clerk

/mab