

## **FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION**

**August 8, 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, Elizabeth Ryan, Jerry Sandusky, Frank Baldorossi

Also Present: Mayor Michael Muchowski; Richard A. Brook, Township Administrator; 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

### **PRESENTATIONS**

#### **Florence Township Memorial High School Girls Softball Team – NJ State Group 1 Champions**

On behalf of Florence Township, Mayor Muchowski congratulated and presented the Florence Township Memorial High School Girls Softball Team with a Proclamation in honor of their successful season and winning the 2007 NJ State Group 1 Championship. He stated that a sign, that the team designs, will be installed at the bend on Front Street. A smaller version of the sign will also be created to be installed wherever the team decides.

Mayor Muchowski advised the girls to take what they have learned as athletes and to correlate into their academics and everyday life. To be a successful high school athlete is a minor plateau in life. It is what you do with it from this day forward that people will remember.

Mayor Muchowski read the Proclamation, proclaiming Saturday, August 11, 2007 as Florence Township Memorial High School Girls Softball Team Day.

George Chwastyk, Coach, on behalf of the team, thanked Mayor and Council. He also thanked the town of Florence for their support of the team. He commended his fellow coaches: Newell Kehr and Bruce Benedetti. Coach Chwastyk also praised Council Member Garganio, the father of two (2) team members, for all his work and support.

Each girl was announced and presented with their Proclamation.

#### **Anna Lee Cook – Burlington County Track Athlete of the Year**

Mayor Muchowski congratulated and presented a Proclamation to Anna Lee Cook, in honor of being named Burlington County Track Athlete of the Year along with her many other achievements this year.

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Mayor Muchowski is proud of Ms. Cook, as are her parents, and stated that she is a humble person who has accomplished a lot in her few young years on this earth. The sky is the limit and Mayor Muchowski hopes to continue to hear about Ms. Cook in the future.

Mayor Muchowski read the Proclamation, proclaiming Saturday, August 18, 2007 as Anna Lee Cook Day.

Anna Cook thanked her parents, coaches, teammates, Mayor and Council.

RECESS: Motion made and seconded to have a brief recess. Roll call – all ayes.

MEETING RESUMED: Motion made and seconded to continue the meeting. Roll call – all ayes.

**PUBLIC COMMENT**

Nothing at this time.

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

**TOWNSHIP AUDITOR: REVIEW 2006 AUDIT**

The Township Auditor reviewed the 2006 Audit. He discussed the following:

- Assets of General Funds
- Liabilities of General Funds
- Fund Balance
- Revenues for the year
- Expenditures for the year
- Surplus
- Added Assessments
- Trust Fund
- General Capital Debt
- Water & Sewer Fund Balance
- Water & Sewer Revenues and Expenditures

Mr. Maley discussed his findings and recommendations. Council needs to approve a Resolution to be filed with the DCA indicating that they are familiar with the findings and recommendations. A corrective action plan will need to be prepared for one item (additional surety bond amount for the Tax and Water & Sewer Collection Department), which Council will adopt by Resolution and file with DCA. The Auditor stated that the township is in very good condition and is complying with rules and regulations. He stated that the governing body can rest comfortably knowing that the staff is doing a good job.

Council Member Ryan asked Mr. Maley if he audits for compliance with the Pay to Play Law? Mr. Maley does look at the Pay to Play Law and there are no exceptions.

Council Member Ryan questioned the pension funding? Some of the numbers that the township funded and the paragraph at the bottom of Page 36 differ. Mr. Maley explained that when the State bills for the township's pension requirement, there is a normal pension requirement and deferred

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amounts. The township pays a net amount after a credit given to the township by the State for the State Bonding of the pension bill. So the township pays a lesser amount. He explained that the State Bonding is dropping off and the township's portion will continue to increase over the next several years. When the 2008 budget is done, the number will climb dramatically and will effect the 2008 budget.

Mr. Maley discussed the 2008 budget. He explained that besides the cap on spending, there is now a levy cap, which is on the revenue side of the budget. That tax levy in 2008 will not be allowed to increase by more than 4% over the prior year, with exceptions. Administrator Brook explained that one of the exceptions is the pension, which is going to rise astronomically. Mr. Maley stated that another allowed exception is an increase in debt service. He does not believe that Florence Township will have too many problems with the 2008 budget since the tax rate is under control. This cap also applies to the school.

Mayor Muchowski thanked Mr. Maley.

### **TOWNSHIP WATER AND SEWER ENGINEER**

#### **Eckerd: Maintenance Bond Release**

Russell Trice, Township Water and Sewer Engineer, reviewed and recommends release of Eckerd's Maintenance Bond. A Resolution has been prepared for approval at the Regular Session immediately following this evening's Executive Session.

#### **Aerator Painting: Current Estimate No. 1**

Mr. Trice reviewed and recommends payment of Current Estimate No. 1. This payment is primarily associated with the sandblasting and priming. Council Member Garganio asked the projected completion date? Mr. Trice stated that the media has been ordered and should arrive in September. The media is being installed by Water & Sewer employees and will not hold up the work of the contractor. A Resolution has been prepared for approval at the Regular Session immediately following this evening's Executive Session.

#### **Status Report: Well No. 6**

Mr. Trice stated that the contractor has not been working because he does not have approval for the roof trusses. The Construction Code Official's office will not issue a permit to do any additional work until he has approved shop drawings for the trusses, which he should have by the end of next week. Administrator Brook explained that this is a small building and is disappointed in the contractor. The Building Inspector and Construction Code Official have been willing to work with the contractor but are concerned how far to bend. There is clearly a problem with the trusses and the township does not have the plans. Administrator Brook stated that the contractor has been put on notice that it must be done right or the township will go after them for damages. Now the contractor is working.

### **TOWNSHIP ENGINEER**

#### **Hovnanian for Crossroads East: Performance Bond Reduction**

Dan Guzzi, Township Engineer, reviewed and recommends the Performance Bond Reduction. They have completed 39% of the work. A Resolution will be prepared for the September 5<sup>th</sup> meeting.

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Mr. Guzzi explained that in the request letter they also requested a punch list but they have not completed enough work for a punch list. A letter was sent to the contractor stating that it is premature to provide a punch list at this time.

### **Legacy at Meadowcroft: Reduce Performance Bond**

Mr. Guzzi reviewed and recommends the Performance Bond Reduction. A Resolution has been prepared for approval at the Regular Session immediately following this evening's Executive Session.

Council Member Garganio questioned the berm? Mr. Guzzi stated that he received an as built and the contractor has been informed that they have to come back and raise a portion of the berm. The berm will be raised in the fall. Council Member Garganio is concerned with the view from the new homes once they are built. Administrator Brook will look at the builder's agreement and make sure that the contractor adheres to the height that was agreed on for the berm.

### **Scozzari (Shoppes at Mallard Creek): Soil Removal Request**

Mr. Guzzi received a request from the contractor to remove excess topsoil from the site and take it out of town. The amount of topsoil is a little over 2,000 cubic yards of excess fill. Mr. Guzzi explained that there is an application fee, a Performance Bond and inspection escrow is required.

Council Member Garganio asked if any of the topsoil could be used for some of the park projects? Assistant Administrator Sahol and Mr. Guzzi stated that there is still a stockpile of topsoil. Council President Baldorossi asked if any could be used for the Roebing Steel Mill Site or Buc's Property on Hornberger Avenue? Administrator Brook stated that Whitesell has offered to give the township topsoil.

## **ASSISTANT MUNICIPAL ADMINISTRATOR**

### **Virtua Contract: Medical Transports**

Assistant Administrator Sahol reviewed the agreement, which is the same as last year. A Resolution has been prepared for approval at the Regular Session immediately following this evening's Executive Session.

### **Firehouse Lane: No Parking Request**

Assistant Administrator Sahol met with the Chief of Police and they are in agreement that it would be best to post the entire road with No Parking on both sides. Mayor Muchowski stated that as a courtesy, a letter will be sent to Florence Tollgate Association and Carriage Stop Association. Assistant Administrator Sahol stated that the letter will be sent prior to the introduction of the Ordinance. An Ordinance will be prepared for the September 5<sup>th</sup> meeting.

### **Farmland Preservation Update**

Assistant Administrator Sahol provided a graphical representation in the packet of what farmland has been preserved so far and what the County has identified as a priority. Mayor Muchowski stated that this topic has been discussed from time to time and now the township is utilizing municipal funding for the first time to obtain open space. As the township moves forward, there is a need for discussion to determine if Council wants to continue on that path, how to fund it, target areas and zoning. This graphic gives a visual to start the foundation for a discussion as to where the township is at, where to prioritize and determine the appropriate course of action to solidify more preservation

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if that is the goal of Council. Council Member Garganio questioned the timeframe for getting a Farmland Preservation question on the ballot? Solicitor Kearns believes it must be to the County 60-days before the election. He stated that Council would need to pass a Resolution or an Ordinance to get a question on the ballot. Clerk Weiler will look into the process and report back.

**Tree Planting Master Plan: Parks**

As discussed at a previous meeting, Assistant Administrator Sahol and Council Member Garganio prepared a tree master plan for the Veterans Park Complex. Assistant Administrator Sahol showed where the trees would be planted. There would be approximately 124 trees installed, creating some groves and shaded walking paths. Mayor Muchowski questioned the budget? He believed the budget was around \$30,000; this comes in at \$28,000 before installation. Assistant Administrator Sahol stated that approximately 100 trees would keep the budget at \$30,000 but after he and Council Member Garganio met again they discussed creating some additional grove and shaded areas for the active fields to shade some of the bleachers for people watching the games. Council Member Garganio explained that this is money left over from the Bond from Waste Management.

Mayor Muchowski expressed concern regarding creating a grove in the middle of the open U. He believes that fields could be laid out in that area. Council Member Garganio stated that this plan is preliminary. Assistant Administrator Sahol stated that areas were left open for fields.

Parking areas were discussed. Assistant Administrator Sahol assured the governing body that there is plenty of room for parking.

Mayor Muchowski requested a scale of the inside area of the loop to see what can be accommodated from a field standpoint, keeping in mind field hockey, lacrosse and possibly another baseball field.

Mayor Muchowski would like to see picnic pavilions included in a Master Plan for Veterans Park. He saw them in Washington Township and they were a nice area to relax. He suggested placing one near the tot lot area that would service the soccer and football fields, then one near the softball and baseball fields.

Council Member Sandusky stated that maintenance is needed on the trees that already exist at the complex. Administrator Brook advised that one of the trees Council Member Sandusky mentioned is scheduled to be taken down.

Council Member Garganio would like to be able to authorize Assistant Administrator Sahol to purchase the trees; the installation can be discussed further. Council in agreement to authorize the purchase of the trees.

**SET FREE YARD SALE DAY: SEPTEMBER 15<sup>th</sup> WITH SEPTEMBER 22<sup>nd</sup> AS A RAIN DATE**

Council in agreement to set the Free Yard Sale Date as September 15, 2007 with September 22, 2007 as a rain date.

9:15 PM MOTION by Garganio, seconded by Sandusky to adjourn meeting. Roll call vote - all ayes.

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**ADJOURNMENT**

9:15 PM Meeting adjourned.

Respectfully submitted,

JOY M. WEILER  
Township Clerk

/mab