

STRATFORD BOROUGH COUNCIL
AGENDA MEETING MINUTES
THURSDAY APRIL 4, 2019
7:00 P.M.

CALL TO ORDER: Mayor Keenan called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE: Mayor Keenan led the Pledge and said an opening prayer.

STATEMENT OF ADVERTISEMENT: The Mayor read the following statement:

Notice of this meeting has been provided to the Courier Post and The Retrospect and is posted on the Borough Hall Bulletin Board stating the time and the place of the meeting.

ROLL CALL:

MAYOR JOSH KEENAN – PRESENT
COUNCIL PRESIDENT TINA LOMANNO – PRESENT
TOM COLLINS, COUNCILMAN – PRESENT
PATRICK GILLIGAN, COUNCILMAN – PRESENT
PATRICK GREEN, COUNCILMAN – PRESENT
LINDA HALL, COUNCILWOMAN – PRESENT
FRANK HARTMAN, COUNCILMAN – PRESENT
ALEN ARNAUTOVIC, BOROUGH SOLICITOR – PRESENT
STEVEN BACH, BOROUGH ENGINEER – PRESENT
RON MORELLO, POLICE CHIEF – PRESENT
MICHAELA BOSLER, ACTING BOROUGH CLERK – PRESENT

PUBLIC PORTION FOR AGENDA ITEMS ONLY:

Green motioned to open the public portion on agenda items only. Lomanno seconded the motion, which passed with all members present voting in favor in a voice vote.

No comments from the public were made.

Gilligan motioned to close the public portion for agenda items. Hartman seconded the motion, which passed with all members present voting in favor in a voice vote.

POLICE REPORT: Chief Morello gave the following:

- 3/2 During the afternoon hours we investigated a suspicious female in the Coolidge Avenue Park. As children were playing in the park this female was actively injecting heroin in her arm using hypo syringe. The female a resident of Lindenwold was sent released without charges, no drugs were discovered on her person and she produced a valid NJ Identification Card for the Needle Exchange Program. Very frustrating encounter for law enforcement.
- 3/5 Detectives solved a case of identity theft and fraud, whereas the Stratford School District was defrauded of several thousand dollars. In this case, a fraudster emailed in a new direct deposit form to the payroll folks and steered several thousand dollars to Western Union Account in Houston TX. Detectives working with Houston PD tracked down the suspect. She was arrested in Texas with additional charges filed in NJ
- 3/9 We received notification of an occupational death that occurred in town. The death was attributed to an infection I suppose from a worker who fell in a Vat of Hot Roofing tart in August of 2007. The male had been tarring the old Blockbuster roof when he toppled into the Vat. At that time he was flown to Crozier and earlier this year he died as a result of the old worker accident.

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- 3/15 An 80 year Sex Offender moved into the Laurel Manor, man with 2 prior sex offenses against children. Subject is scheduled to be rehabilitated in Stratford for about 2 months and hopefully back to Clementon where he resides.
- 3/16 Homeland Security in New York tipped us off that a large shipping of pills were intercepted arriving into the country, destined to a fictitious name and vacant home on Stratford Avenue. After 16 hours of surveillance, the recipient was a no show. The package contained Viagra and related drugs shipped to the country from the middle-east.
- 3/23 A police accountability group of activists were active in Camden County with a pit stop in Stratford. These folks come to police departments after hours attempting to provoke encounters with police officers by insults and acting inappropriately. In Stratford our officers made them wait outside headquarters for about 20 minutes as we had observed them hiding along the wall at borough hall video-taping the officers response. No dice, did not take the bait and they left without any altercation. Off so Somerdale and Magnolia PD's
- 3/24 During the morning hours, we were called to a home within the 200 block of Harvard Avenue for a missing 15 year old. The female had left the home overnight. A cell phone ping discovered the female was at a motel on the Villas (Lower Twp NJ) Lower Twp police located the motel room and picked up the female who had fled the home with her 19-year old boyfriend. Officers responded to recover the female from Lower Twp. That investigation is ongoing involving the adult boyfriend.
- 3/25 Grant Application, New Jersey Office of Highway Traffic Safety, DWI Task Force \$70,200.00 (multi-jurisdictional initiative)
- 3/25 Grant Application, New Jersey Office of Highway Traffic Safety Click it or Ticket \$5500.00
- 5/4 Saturday, DWI Checkpoint with Somerdale PD 8-4am
- 5/8 DARE Graduation, Mayor Keenan will speak again, please inform if you would like to attend, and or present. Carnival is approved for Tuesday May 7th – Saturday May 11th, The church is sponsoring the DARE night on Wednesday evening.

ENGINEER REPORT: Steven Bach gave the following report:

FY 2019 NJDOT Municipal Aid Funding – Evergreen Road

Update:

- The Borough has been informed that it will be receiving a NJDOT Local Aid grant of \$225,000 towards the construction and inspection of this project.
- It is estimated the grant amount will allow for the resurfacing of Evergreen Road from Longwood Drive to approximately midblock between Meadowlark Road and Green Valley Road.
- Our office has revised the attached Capital Cost Estimate Memorandum incorporating the NJDOT grant award.

Previously Reported:

- NJDOT has announced the department would be accepting applications for the NJDOT FY 2019 Municipal Aid program with a deadline of October 18, 2018. A resolution for authorizing our office to submit the application was passed at the September 11th Council Meeting.
- Our office submitted an application for resurfacing of Evergreen Road from Longwood Drive to Winding Way Road.

FY 2018 NJDOT Municipal Aid Funding - Sunnybrook Road and Sunnybrook Court

Update:

- The contractor is anticipating completing additional improvements under the NJDOT 2018 Local Aid grant award during the week of April 22nd.

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Previously Reported:

- Our office has submitted for a NJDOT FY 2018 Municipal Aid application for the improvements
- Application (MA-2018-Resurfacing of Sunnybrook Road & Sun-00413) including the cost estimate, location map, and scope of work description to reflect up to date unit costs was submitted on October 6, 2017 and three (3) certified resolutions were forwarded to NJDOT Local Aid.
- Improvements for these roadways include milling the existing roadway 2" deep with isolated areas of base repair as needed. The entire roadway will be overlaid with 2" Hot Mix Asphalt 9.5M64 Surface Course. Existing concrete curb, driveway aprons, and handicap ramps will be replaced, as needed.
- The Borough has been informed by the NJDOT that it will be receiving \$270,000 for construction and inspection of this project. The Borough is moving forward with this project and is supplementing the NJDOT grant award with \$84,220 from the 2017 Borough Bond. Our office has submitted a April 4, 2018 correspondence delineating the costs for the required inspection and construction management. Our office anticipates construction for spring / summer of 2018.
- The project was publicly advertised for bids.
- The bid opening for this project was held on April 25, 2018. Six (6) bids were received with Arawak Paving Co. with the low bid in the amount of \$221,000.00 for the Base Bid and Add Alternate Bid #1.
- The contract was awarded to Arawak Paving Co. for the Base Bid and Add Alternate Bid #1 contingent upon favorable review by the Borough Solicitor and certification of availability of funds by the Borough CFO.
- A preconstruction meeting was held on Monday, June 4, 2018, at the Borough Municipal Building between Arawak Paving, our office, Stratford Police Chief, Ben Angeli, and a representative of the Stratford Arms Apartments.
- The Notice to Proceed was issued for July 5, 2018.
- Construction is substantially complete.
- Our office has processed Payment Application #1 and submitted to Borough for approval and payment.
- Our office has issued a punchlist to the Contractor.
- The Contractor lowered the speed humps to reflect the construction plans.
- Our office is coordinating with the Contractor regarding Payment Application #2 and Change Order #1.
- The Contractor continues to address punchlist items.
- Our office is coordinating with the Contractor to complete additional improvements within the construction area to maximize grant funding for this project.

FY 2017 Road Program – Resurfacing of Rolling Road, and Sleepy Hollow Road (STRAT2017-3)

Previously Reported:

- The project consists of resurfacing Rolling Road and Sleepy Hollow Road with select replacement of concrete curb and driveway aprons in addition to traffic striping of Longwood Drive.
- It is our understanding; the Borough has allocated \$354,220 for roadway improvements for this project.

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- The Bid Opening was held on August 31, 2017. There were three (3) bidders, with the low bidder being Landberg Construction, LLC, P.O. Box 280, Mays Landing, New Jersey, in the amount of \$179,889.30 for the Base Bid and Add Alternate Bid #1.
- The contract was awarded for the Base Bid and Add Alternate Bid #1 in the amount of \$179,889.30 to Landberg Construction, LLC, and a preconstruction meeting was held on October 26th. South Jersey Gas is currently replacing their main within this project area and are expected to be completed the week of November 6th. Roadway resurfacing will commence once South Jersey Gas has finished the main replacement.
- Construction has been substantially complete with only punchlist items remaining to be completed. Our office has prepared a punchlist and is coordinating with the Contractor to address all outstanding items.
- Payment Application #2 and Change Order #1 have been processed by the Borough. Change Order #1 incorporated additional quantities and supplemental items previously approved by Resolutions 2017:218 and 2018:81.
- Change Order #2 (Final) has been forwarded to the Borough for approval by resolution. The final contract value is \$202,477.80.
- Our office has issued a punchlist to the Contractor and is coordinating schedule to complete outstanding items.
- All punchlist items have been addressed. Our office is processing closeout documents.
- Our office is processing closeout documents and will submit to the Borough.

FY 2018 Road Program – Resurfacing of Winding Way & Coolidge Avenue (STRAT2018-1)

Update:

- The contractor is anticipating completing additional concrete improvements the week of April 15th and anticipates paving their contract limits during the week of April 27th.
- Our office will continue to coordinate with New Jersey American Water as to their anticipated paving schedule.

Previously Reported:

- The Borough is moving forward with this project and has allocated \$250,000 for the roadway improvements.
- Our office has submitted an April 4, 2018 correspondence delineating the costs of the required survey, design, and inspection / construction management.
- Our office has completed the survey of and anticipates public bid and construction for late summer of 2018.
- It the understanding of our office the Borough is considering reallocating the remaining funds (\$92,842.20) from the 2017 Borough Bond towards this project. It is noted that the remaining funds were previously allocated to the Sunnybrook Road and Sunnybrook Court project.
- Our office has submitted a May 8, 2018 correspondence delineating the costs of the required survey, design, and inspection / construction management for included the resurfacing of a section of Coolidge Avenue with this project.
- Our office met with New Jersey American Water (NJAW) regarding pavement restoration repairs along Winding Way from Longwood Drive to Green Valley Road and Winding Way from Hillside Road to Longwood Drive (inclusive of this project limits). We will continue to coordinate with NJAW regarding a solution pavement restoration for all NJAW

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trenched areas of Winding Way.

- New Jersey American Water (NJAW) requested the Borough provide correspondence regarding the Borough's intention to resurface Winding Way from Hillside Road to Buttonwood Drive and waive NJAW from any further pavement restoration in this section of Winding Way. As part of this agreement, NJAW would provide trench restoration and repave (curb to curb) on Winding Way from Longwood Drive to Green Valley Road.
- The Bid Opening was held on September 6, 2018. There were two (2) bidders, with the low bidder being Charles Marandino, LLC, P.O. Box 20, Milmay, New Jersey, in the amount of \$279,538.82 for the Base Bid.
- Our office has submitted a recommendation letter (see attached) including the Bid Tabulation and Memorandum.
- Our office has prepared contracts and forwarded to the Contractor and the Borough.
- A preconstruction meeting was held on October 26th. Notice to Proceed was issued the week of November 12th.
- Performance Bond and Insurance Certificate have been forwarded to the Borough Solicitor for review.
- Construction has commenced with all concrete work, including aprons and curb, complete. Our office is coordinating with the Contractor regarding scheduling of asphalt paving as weather permits.
- Our office is also coordinating with the Contractor regarding additional concrete work, including aprons and curb along the section of Winding Way from Longwood Drive to Green Valley Road prior to NJAW resurfacing this section of Winding Way.
- Our office has processed Payment Application #1 and submitted to the Borough for approval and payment.
- A resolution was approved at the March Council meeting for the additional concrete apron and curb work associated with the NJ American Water paving to be included in this contract not to exceed 20% of the original contract value.

CDBG 2019 Program Year Application – Resurfacing of Hunt Avenue and Bishop Terrace (STRAT2019-0)

Previously Reported:

- The Community Development Block Grant (CDBG) program has notified participating Camden County municipalities of new allocation procedures which include funding projects of larger scale (as high as \$250,000). In addition, not all municipalities will be allocated each year (estimated at 5 to 7 projects).
- The Borough of Stratford has two (2) areas consisting of Qualified Census Tracts.
- Both Hunt Ave and Bishop Terrace are on the Borough's 2019 road priority listing and are within the Borough's Qualified Census Tracts. Therefore, our office recommended applying to the CDBG program for \$225,900 to resurface these roadways. It is noted that the Borough would be responsible to fund approximately \$7,500 of design costs if successful in obtaining the grant.
- The Community Development Block Grant (CDBG) program notified the Borough that applications for Year 2019 were originally due March 1, 2019; however, the deadline was extended to March 11, 2019. Our office submitted the application on Friday, March 8, 2019.
- A Borough resolution was approved and was submitted with this application.

APPROVAL OF MINUTES:

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- JANUARY 2, 2019 REORGANIZATION MEETING
- JANUARY 3, 2019 AGENDA MEETING
- JANUARY 8, 2019 REGULAR MEETING
- FEBRUARY 7, 2019 AGENDA MEETING
- FEBRUARY 7, 2019 EXECUTIVE SESSION
- FEBRUARY 12, 2019 REGULAR MEETING
- FEBRUARY 12, 2019 EXECUTIVE SESSION
- MARCH 7, 2019 AGENDA MEETING
- MARCH 7, 2019 EXECUTIVE SESSION
- MARCH 12, 2019 REGULAR MEETING
- MARCH 12, 2019 EXECUTIVE SESSION
- MARCH 27, 2019 SPECIAL MEETING
- MARCH 27, 2019 EXECUTIVE SESSION
- MARCH 28, 2019 SPECIAL MEETING
- Hartman motioned the approval of minutes. Collins seconded the motion, which passed with all members present voting in favor in a Roll Call Vote.
- Collins abstaining from Regular Meeting of January 8, 2019, and Special Meeting and Executive Session of March 27, 2019.
- Hall abstaining from Agenda Meeting and Executive Session of February 7, 2019, and Agenda Meeting and Executive Session of March 7, 2019.
- Gilligan abstaining from Regular Meeting and Executive Session of February 12, 2019.
- Hartman abstaining from Executive Session of March 12, 2019

OLD BUSINESS: NONE

NEW BUSINESS:

- REPORT #1 – ORDINANCE 2019:06 AND 2019:07 ON FOR SECOND READING AND HEARING
 - There will be a public hearing and final adoption for the following ordinances on for the Regular Meeting of Mayor and Council being held Tuesday, April 9, 2019.
 - Ordinance 2019:06 – Amend Ordinance 2018:05 Establishing Salaries
 - Ordinance 2019:07 – An Ordinance Amending Chapter 2.08, Entitled “Borough Officers,” of the Code of the Borough of Stratford
- REPORT #2 – ORDINANCE 2019:09 ON FOR FIRST READING
 - There will be an introduction of Ordinance 2019:09 on for the Regular Meeting of Mayor and Council being held Tuesday, April 9, 2019.
 - Ordinance 2019:09 – AN ORDINANCE CREATING CHAPTER 1.12, TO BE ENTITLED “FEES” AND AMENDING, REVISING, AND/OR SUPPLEMENTING AS NECESSARY THE CODE OF THE BOROUGH OF STRATFORD
- REPORT #3 – STORM WATER REPORT UPDATE

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- The Clerk updated Council on the filing of the Storm Water Report for the years 2016, 2017 and 2018. Various efforts are being made to ensure compliancy with the DEP including the following:
 - Routine inspection and maintenance of inlets and outlets of storm drains
 - Creating flyers and other materials at Borough Hall for the purpose of educating residents on pollution prevention
 - Updating the website with ordinances and plans for storm water maintenance and pollution prevention
- DEP inspection has been rescheduled. The 2016 report has been submitted with 2017's underway. The 2018 report is expected to be submitted by the deadline of May 1st. The Clerk gave appreciation to all Borough Hall staff who are assisting in the filing of the Storm Water Report and noted Mrs. Conroy's role in ensuring compliancy.

- **REPORT #4 – FINANCIAL DISCLOSURE STATEMENTS**
 - The Clerk stated financial disclosure statements for borough officials are required to be filed by April 30th.

- **REPORT #5 – LAWN MAINTENANCE AGREEMENTS WITH STRATFORD BOARD OF EDUCATION AND STERLING ARMS CONDO ASSOCIATION**
 - The Clerk stated these agreements are up for renewal, and will be worked on for the next meeting cycle.

RESOLUTIONS 2019:93 THROUGH 2019:98 WILL BE DONE AS A CONSENT AGENDA

The Clerk stated that Council can at this time request to remove any of the resolutions from the consent agenda and they can be voted on separately. There were no requests to remove any of the resolutions from the consent agenda and the Clerk read the resolutions by title.

- **RES. 2019:93 – TO FULLY EXTEND THE BUDGET**

WHEREAS, the Borough of Stratford adopted a temporary budget for the year 2019 to be able to operate; and

WHEREAS, the Borough of Stratford at this time finds the need to fully extend the 2019 budget; and

NOW THEREFORE BE IT RESOLVED, to authorize the CFO to fully extend the 2019 Budget so the functions being allocated can continue to operate without interruption until the 2019 Budget is adopted and approved.

- **RES. 2019:94 – AUTHORIZING APPLICATION FOR 2019-2020 DWI TASK FORCE GRANT WITH THE NEW JERSEY DEPARTMENT OF HIGHWAY TRAFFIC AND SAFETY IN THE AMOUNT OF \$70,200.00**

WHEREAS, the Borough of Stratford Police Department will apply for the 2019-2020 DWI Task Force Grant in the amount of \$70,200.00 with the New Jersey Department of Highway and Traffic Safety; and

NOW THEREFORE BE IT RESOLVED, by Mayor and Council is supportive of the Stratford Police Department's application for the 2019-2020 DWI Task Force Grant in the amount of \$70,200.00 with the New Jersey Department of Highway and Traffic Safety.

- **RES. 2019:95 – AUTHORIZING APPLICATION FOR SPRING 2019 CLICK IT OR TICKET GRANT WITH THE NEW JERSEY DEPARTMENT OF HIGHWAY TRAFFIC AND SAFETY IN THE AMOUNT OF \$5,500.00**

WHEREAS, the Borough of Stratford Police Department will apply for the Spring 2019 Click it or Ticket Grant in the amount of \$5,500.00 with the New Jersey Department of Highway and Traffic Safety; and

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NOW THEREFORE BE IT RESOLVED, by Mayor and Council is supportive of the Stratford Police Department's application for the Spring 2019 Click it or Ticket Grant in the amount of \$5,500.00 with the New Jersey Department of Highway and Traffic Safety.

- **RES. 2019:96 – APPROVING RAFFLE LICENSE RL681 FOR KNIGHTS OF COLUMBUS HOLY FAMILY COUNCIL #7800**

WHEREAS, The Knights of Columbus Holy Family Council #7800 has applied for and received an identification number 483-6-30939 allowing Knights of Columbus Holy Family Council #7800 the ability to apply for a raffle license requesting proper approval; and

WHEREAS, The Knights of Columbus Holy Family Council #7800 has properly completed the raffle license application and at least 7 days have elapsed between the time the application was filed and the time that the application was submitted to the Governing Body for approval and for the Governing Body to issue their Findings and Determination; and

WHEREAS, the application, Findings and Determination form and a check payable to the Legalized Games of Chance Control Commission (LGCCC) in the amount of \$60.00 will be forwarded to the LGCCC within three days of the Governing Body's action; and

WHEREAS, that 15 days will elapse between the time the municipality forwards the application to the LGCCC and the date the license is issued to the applicant; and

WHEREAS, the Borough Clerk has reported that the legal preliminaries have been strictly complied with; and

WHEREAS, the issuing of such licenses is contingent on the LGCCC not returning the application for any reason;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council be and is hereby authorized to issue a Raffle license numbered RL681 to the Knights of Columbus Holy Family Council #7800 for the raffle taking place on June 23, 2019.

- **RES. 2019:97 – APPROVING RAFFLE LICENSE RL682 FOR OUR LADY OF GUADALUPE PTA**

WHEREAS, The Our Lady of Guadalupe PTA has applied for and received an identification number 483-5-38843 allowing The Our Lady of Guadalupe PTA the ability to apply for a raffle license requesting proper approval; and

WHEREAS, The Our Lady of Guadalupe PTA has properly completed the raffle license application and at least 7 days have elapsed between the time the application was filed and the time that the application was submitted to the Governing Body for approval and for the Governing Body to issue their Findings and Determination; and

WHEREAS, the application, Findings and Determination form and a check payable to the Legalized Games of Chance Control Commission (LGCCC) in the amount of \$20.00 will be forwarded to the LGCCC within three days of the Governing Body's action; and

WHEREAS, that 15 days will elapse between the time the municipality forwards the application to the LGCCC and the date the license is issued to the applicant; and

WHEREAS, the Borough Clerk has reported that the legal preliminaries have been strictly complied with; and

WHEREAS, the issuing of such licenses is contingent on the LGCCC not returning the application for any reason;

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NOW, THEREFORE, BE IT RESOLVED that the Borough Council be and is hereby authorized to issue a Raffle license numbered RL682 to the Our Lady of Guadalupe PTA for the raffle taking place on May 11, 2019.

● **RES. 2019:98 – APPROVING RAFFLE LICENSE RL683 FOR OUR LADY OF GUADALUPE PTA**

WHEREAS, The Our Lady of Guadalupe PTA has applied for and received an identification number 483-5-38843 allowing The Our Lady of Guadalupe PTA the ability to apply for a raffle license requesting proper approval; and

WHEREAS, The Our Lady of Guadalupe PTA has properly completed the raffle license application and at least 7 days have elapsed between the time the application was filed and the time that the application was submitted to the Governing Body for approval and for the Governing Body to issue their Findings and Determination; and

WHEREAS, the application, Findings and Determination form and a check payable to the Legalized Games of Chance Control Commission (LGCCC) in the amount of \$20.00 will be forwarded to the LGCCC within three days of the Governing Body's action; and

WHEREAS, that 15 days will elapse between the time the municipality forwards the application to the LGCCC and the date the license is issued to the applicant; and

WHEREAS, the Borough Clerk has reported that the legal preliminaries have been strictly complied with; and

WHEREAS, the issuing of such licenses is contingent on the LGCCC not returning the application for any reason;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council be and is hereby authorized to issue a Raffle license numbered RL683 to the Our Lady of Guadalupe PTA for the raffle taking place on May 7-11, 2019.

Hartman motioned to approve the consent agenda. Lomanno seconded the motion and all members present voted in favor in a Roll Call Vote.

COUNCIL COMMENTS:

- Councilwoman Lomanno – Stated that the introduced budget will be amended to have zero tax increase. Stated Council will be foregoing any raises. Thanked Mrs. Conroy for her efforts in the completing the Stormwater Report for 2016, 2017, and 2018.
- Councilman Gilligan – None
- Councilman Green – Thanked the finance committee for their assistance with the preparation for the budget.
- Councilman Hartman – None
- Councilwoman Hall – Asked for a head count from Council for SAO Opening Day. Questioned whether or not people who read the meters are supposed to wear badges identifying who they are. Thanked everyone for their support with the passing of her father.
- Councilman Collins – None

GOOD AND WELFARE:

Hartman motioned to open the meeting to the public for Good and Welfare. Collins seconded the motion, which passed with all members present voting in favor in a voice vote.

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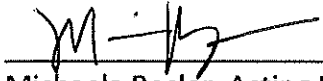
Mike Tolomeo – 39 Sunnybrook Rd. – Questioned when the gas company will be fixing the emergency opening of the street at the intersection of Buttonwood Rd. and Sunnybrook Rd., as well as Warwick Rd. and Sunnybrook Rd.. Questioned why there were so many minutes for approval on this agenda.

Lomanno motioned to close the Good and Welfare portion of the meeting. Green seconded the motion and all members present voted in favor in a voice vote.

ADJOURN:

Lomanno motioned to adjourn the meeting at 7:26 p.m.. Gilligan seconded the motion and all members present voted in favor in a voice vote.

Minutes respectfully submitted by:



Michaela Bosler, Acting Borough Clerk



Mayor Josh Keenan