

**TOWNSHIP COMMITTEE MEETING – SEPTEMBER 27, 2021**

**VIA ZOOM REMOTE ACCESS**

7:00 PM MUNICIPAL BUILDING, 770 COOPERTOWN ROAD, DELANCO, NJ 08075

**ROLL CALL:** Mr. Browne, present; Ms. Fitzpatrick, present; Ms. Holland, present; Mr. Ouellette, present; Mr. Templeton, present

**Also Present:** Mr. Schwab, Twp. Administrator; Mr. Fox, Twp. Engineer; Mr. Heinold, Twp. Solicitor; Mrs. Lohr, Municipal Clerk; Mrs. Martin, Deputy Municipal Clerk; Mr. Fenimore, Supt. of Public Works; Mr. DeSanto, Police Chief; Mrs. Provenzano, Technical Support

**FLAG SALUTE**

Mayor Templeton led the flag salute.

**SUNSHINE STATEMENT**

Please be advised that proper notice of this meeting has been given in compliance with the Open Public Meetings Act in the following manner: Written notice has been mailed to the Burlington County Times and Courier Post and published in the January 5, 2021 editions. Written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

**REMOTE MEETING STATEMENT:**

Topic: DELANCO TOWNSHIP COMMITTEE MEETING – SEPTEMBER 27, 2021

Join Zoom Meeting

<https://zoom.us/j/98241774731?pwd=cUhxboZJb09Sc2VQc25MVXo4UnpMQT09>

Meeting ID: 982 4177 4731

Passcode: 311830

One tap mobile

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Meeting ID: 982 4177 4731

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Find your local number: <https://zoom.us/u/afchwQ84m>

**REMOTE PUBLIC MEETING STATEMENT**

1. **ADVANCE PUBLIC COMMENTS** – Advance public comments will be accepted via written letter or electronic mail. All advance comments must be received no later than six (6) hours prior to the commencement of the published public meeting start time. All advance public comments must be submitted to the Municipal Clerk’s email at [jlrohr@delancotownship.com](mailto:jlrohr@delancotownship.com) or to the Municipal Clerk’s attention at 770 Coopertown Road, Delanco, NJ. 08075. Public comments submitted before the remote public meeting deadline will be read aloud during the remote public meeting.
2. **PROCEDURES FOR MAKING COMMENTS AND MUTING FUNCTION DURING THE REMOTE MEETING PUBLIC COMMENT SESSIONS** – Members of the public who wish to make comments or have questions during the meeting “Public Comment Sessions” may either make their comments/questions via audio option, or by typing in their comment or question via the Zoom platform “Chat” option to all participants (not a specific participant) during the “Public Comment Sessions” or during any scheduled public hearings. Comments/questions submitted via the “Chat” function during the time when the meeting is officially open to the public will be read. The Zoom Chat function will be available when the meeting is open to the public for comments and questions and will otherwise be disabled during the meeting. Members of the public who are deemed to be

disruptive as defined by N.J.A.C. 5:39-1 et seq. may be muted, after an initial warning, for the duration of the public comment session and/or remainder of the remote meeting session.

3. **AGENDA DOCUMENT** – The agenda for this remote meeting is available on the Delanco Township website: <http://www.delancotownship.com/content/5298/5876/default.aspx>

### **U.S. ROUTE 130/DELAWARE RIVER CORRIDOR PLAN ENDORSEMENT ASSESSMENT REPORT – Public Hearing**

Mayor Templeton spoke about the process of preparing the Assessment Report which covers 12 municipalities and includes a Municipal Questionnaire that is specific to Delanco Township. Tom Stanuikynas of the Burlington County Bridge Commission was present for the discussion. Mr. Stanuikynas spoke about process the benefits of participating with respect to receiving State and County planning assistance. The goal at this time is to receive “plan endorsement” from the State which will hopefully result in more assistance and resources. Mayor Templeton commented about the work he, Mrs. Martin and the members of the Citizens Advisory Subcommittee have done. Township Committee members asked questions and commented about the documents. Mr. Browne commented about a sentence regarding the impacts of truck traffic in the Coopertown Road Redevelopment Zone on neighbors in Edgewater Park and asked that it be edited. Ms. Fitzpatrick said she was unaware of any complaints. Mayor Templeton responded to their comments and said the Township was trying to mitigate the traffic impacts. Mr. Ouellette confirmed that Delanco-Coopertown Road residents had complained about truck traffic and spoke about changes and increases in traffic in the area and the impact on the residents.

### **Hearing Open to the Public for Comments and Questions on the U.S. Route 130 Delaware River Corridor Plan Endorsement Assessment Report**

Mayor Templeton opened the hearing to the public. Mrs. Lohr reported that no advance comments had been received by mail or email.

### **HEARING CLOSED TO THE PUBLIC**

Since there were no comments or questions from the public, Mayor Templeton closed the hearing to the public.

There was further discussion about Mr. Browne’s comments and recommendation. Mr. Stanuikynas suggested that the change to the Municipal Questionnaire was not substantive and the Committee could still vote on the document. An acceptable edit was agreed to. This was the only change recommended to the Municipal Questionnaire.

### **RESOLUTION 2021-119**

### **STATEMENT OF INTENT TO PURSUE PLAN ENDORSEMENT AND AUTHORIZATION TO SUBMIT THE MUNICIPAL-SELF ASSESSMENT REPORT TO THE OFFICE OF SMART**

### **GROWTH(U.S. ROUTE 130/DELAWARE RIVER CORRIDOR PLAN ENDORSEMENT ASSESSMENT REPORT)**

Motion by Mr. Ouellette, seconded by Ms. Holland to adopt Resolution 2021-119 with the minor amendment as requested by Mr. Browne

**ROLL CALL:** Mr. Browne, yes; Ms. Fitzpatrick, yes; Ms. Holland, yes; Mr. Ouellette, yes; Mr. Templeton, yes

Mr. Stanuikynas left the Zoom meeting following the discussion.

### **RESOLUTION 2021-119**

### **STATEMENT OF INTENT TO PURSUE PLAN ENDORSEMENT AND AUTHORIZATION TO SUBMIT THE MUNICIPAL-SELF ASSESSMENT REPORT TO THE OFFICE OF SMART**

### **GROWTH**

**WHEREAS**, the State Planning Act recognizes that New Jersey requires sound and integrated land use planning and coordination of planning at all levels of government in order to conserve the State's natural resources, revitalize the urban centers, protect the quality of the environment and provide needed housing and adequate public services at a reasonable cost while promoting beneficial economic growth, development and renewal; and

**WHEREAS**, Plan Endorsement is a voluntary review process developed by the State Planning Commission to provide the technical assistance and coordination of the State for municipalities, counties, and regional agencies to meet the goals of the State Planning Act and State Development and Redevelopment Plan (State Plan); and

**WHEREAS**, the purpose of the Plan Endorsement process is to increase the degree of consistency among municipal, county, regional and state agency plans with each other and with the State Plan and to facilitate the implementation of these plans and guide where and how development and redevelopment can be accommodated in accordance with the State Plan; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines incorporate and expand upon the principles of the Municipal Land Use Law in order to help towns plan for a sustainable future; and

**WHEREAS**, the State Planning Rules and Plan Endorsement Guidelines require the preparation and submission of a Municipal Self-Assessment Report as the means by which a municipality assesses the consistency of its existing community vision and planning documents with the State Plan; and

**WHEREAS**, the Mayor and Township Committee of the Township of Delanco desire to obtain Plan Endorsement from the State Planning Commission; and

**WHEREAS**, the Township of Delanco has prepared a Municipal Self-Assessment Report pursuant to the State Planning Rules and Plan Endorsement Guidelines; and

**WHEREAS**, the Municipal Plan Endorsement Advisory Committee has reviewed the Municipal Self-Assessment Report and recommends that the Mayor and Township Committee approve it for submission to the State Planning Commission and the Office of Smart Growth towards the Township of Delanco's pursuit of Plan Endorsement.

**NOW THEREFORE BE IT RESOLVED** that the Mayor and Township Committee of the Township of Delanco hereby expressly state the intention of the Township of Delanco to pursue Plan Endorsement by the State Planning Commission; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Mayor and Township Committee of the Township of Delanco approves the Municipal Self-Assessment Report and authorizes it to be submitted to the Office of Smart Growth for consideration and review as part of the effort to pursue Plan Endorsement; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Clerk of the Township of Delanco shall transmit a copy of this resolution and the notice as required by the State Planning Rules to the State Planning Commission and the Office of Smart Growth.

#### **PUBLIC COMMENT STATEMENT**

The purpose of the public comment sessions is to allow residents to share information and/or views with the Delanco Township Committee. Since the Committee may be hearing the information for the first time, it is not always possible to have issues and questions settled within the public comment session.

#### **REPORT OF ADVANCE REMOTE MEETING COMMENTS/QUESTIONS**

This section is to acknowledge and read those comments and questions received by the Municipal Clerk in advance of the remote meeting either via electronic email or written letter as required by N.J.A.C 5:39-1 et seq. Members of the public participating live in this meeting will be given the opportunity for comments and questions during the meeting in one or both of the public comment sessions.

## **MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS SESSION ONE**

### **\*VIA LIVE AUDIO OR TYPED "CHAT" ZOOM FUNCTION**

Mayor Templeton opened the meeting to the public. Mrs. Lohr stated that no chat comments or questions had been submitted.

### **COMMENT AND QUESTION SECTION OF THE MEETING CLOSED TO THE PUBLIC**

Since there were no comments or questions from the public, Mayor Templeton closed the meeting to the public.

## **COMMENTS AND REPORTS**

### **COMMENTS – DEPARTMENT HEADS**

#### **Municipal Clerk—Mrs. Janice Lohr**

- reported that there will be changes in voting for the upcoming General election – biggest change will be early voting and there will be 7 sites available – vote by mail ballots have been mailed and there are several options residents have for returning them – Delanco's website will contain a link to the elections section of the Burlington County website

#### **Police Department—Chief Jesse DeSanto**

- had emailed an update on the alterations to the detention area – provided updated schematic and cost information – NJ Department of Corrections reviewed the design and suggested some changes so they are not ready to go out to bid yet
- reported on the issue of vehicles parking on the shoulder of Creek Road – Carvana is working on expanding their employee parking area – Chief spoke with Mr. Brickley on progress at the County and was advised it is on their agenda for next Tuesday – estimates signs will be installed in mid-October – stated that signage on Enterprise Drive was successful in eliminating trucks parking there and anticipates the same result on Creek Road
- commented about the Alternate Route Hiring Process – currently has two vacancies so this is a good thing – thanked the Committee for giving him more resources as it is becoming more difficult to find quality officers – is bringing this to the Committee's attention in anticipation of upcoming contract salary negotiations
- reported on the Coopertown Road paving project – had a long talk with the contractor to resolve issues and there are now eight officers on the project – contractor knows what is expected with respect to safety – Mr. Ouellette asked about the striping of existing crosswalks and Chief responded that the contractor will only be repainting the areas they have paved

### **COMMENTS - TOWNSHIP COMMITTEE**

#### **John Browne**

- reported on the incident with damaged shade trees at the Third and Walnut construction site — will suggest putting procedural information in the Shade Tree Commission policy manual at next month's meeting – feels some of the tree damage could have been avoided – they were also asked to look at 200 Ash Street and Mr. Scibilia determined there are several very large trees on the property line – Commission would like engineering to work with them on those issues, would like to know if the trees can be saved when the building is demolished – Mr. Scibilia needs to get onto the site so he can examine the trees to determine if they will be a problem during demolition – Mayor Templeton and Mr. Matulewicz commented about the road work that was done and that the Commission should determine a course of action before a job goes out to bid to make sure a contractor doesn't damage street trees
- commented that the curve at Burlington Avenue looks great – asked if there was a landscaping plan for the pocket park – Ms. Fitzpatrick stated that the Recreation Commission was waiting for the property to be turned over to them by the County and will follow up with Mr. Heinold on the status – Recreation would like to move shrubs to open up the view even more and Ms. Fitzpatrick thought Scott Taylor should be involved

– Mayor Templeton asked the Chief if he had observed traffic moving faster at the bend and the Chief said he has not – can put message board out if speed becomes a problem

### **Kate Fitzpatrick**

- attended the Emergency Management meeting and there was no new information there – Terry Hamlin feels they have enough equipment right now
- reported that the History Board continues to work on interpretive signage and heritage historic nominations – emailed Mr. Fox and administration at Board’s request to add “salvage bricks or wood” when 200 Ash Street is demolished – advised the Board members that bid documents have not been done yet – also reported that the Board held a special meeting she was unable to attend to discuss applying for a grant for signage for Ridgeway Park – advised the Board that they were not in a position to apply for the grant because the Township hasn’t determine what will be done with the property and hasn’t made a decision to name it Ridgeway Park
- reported the Recreation Commission has finished up with summer concerts – they are now working on planning Community Day activities and will be doing re-plantings at West Avenue and Gateway Park with the help of Amber Perlmutter
- reported that the Sewerage Authority passed a resolution for the Executive Director to sign all future TWA’s (treatment works approvals) – Authority is still waiting for Township to approve agreement with Dolan Contractors which is on tonight’s Consent Agenda
- attended two Delanco Youth Sports Association meetings – they had a great spring season – 8U girls won the championship in their division – Opening Day for soccer was September 11 – Riverside has contributed \$5,000 to DYSA because they are joining together – Spring Fling fundraiser will be held on Saturday, March 12 at the Willingboro FOP
- attended the Delanco Senior Citizens meeting at the Field of Dreams Pavilion – it was very hot and buggy – they had a speaker from Friends of Burlington County Animal Shelter who talked about their 5K fundraiser
- attended the Town Wide Yard Sale – it was very busy, enjoyed breakfast from the Boy Scouts and a hoagie from the Fire Department
- attended the Welcome Home Hero event for Sergeant First Class David Albright – he is visiting at his mother-in-law, Sandy Welsh’s house – he was overwhelmed and very surprised – he has been in the service for 13 years and will be stationed in Texas next

### **Kristine Holland**

- reported that the Library Board met and they started their budget discussion – they are still doing programs virtually – there are a few openings on the Board – has been speaking with the Superintendent to try and address communications issues
- looking at October 24 for a potential town cleanup of litter – will spread the word and ask to have information posted on the website once a date is set
- reported she is assisting with the trap, neuter, release program – there are lots of kittens available for adoption

### **Fern Ouellette**

- observed how Mr. Fenimore handles the cleanup of the compost site at West Avenue – commented about the equipment that is used on the leaf piles – unfortunately lots of trash gets picked up with the leaves – Mr. Fenimore has to get the site cleaned up so this year’s piles of leaves can be placed there – neighboring communities also bring their leaves to the site
- received a call about the issue on Third Street with the street trees being damaged by the contractor doing road work – is glad to hear that there will be a process in place to protect trees during future jobs
- reported he was able to get a breakfast sandwich from the Scouts and hoagies from the Fire Department during the Town Wide Yard Sale and noted that Riverside had their Community Day on the same day

### **Mayor Templeton**

- reported on the work done on the Assessment Report and the Municipal Questionnaire for the Route 130 Corridor Study – commented about the process and the lack of response from the State – Mr. Stanuikynas at the Bridge Commission was receiving all of the calls – also commented about inaccurate CO information

from the Department of Community Affairs which affected approximately half of the communities in the Assessment Report

- reported on a recent meeting with representatives of the NJ Department of Environmental Protection at the Zubrugg Mansion regarding the seawall – various Township representatives were also present – is hopeful that having NJDEP see the situation will help get this resolved – Chief of Staff Jennifer Aydjian from Senator Singleton’s office was present as well and the Senator is applying pressure to the DEP Commissioner to get things moving on this issue – Mr. Ouellette commented about trees that are being damaged due to soil erosion, pointed out the continued progress of erosion damage and that it was possible that the sidewalk and street could also be damaged if it continues – Zurbrugg property manager attended as well and commented about groundwater getting into the lower levels of the mansion which may be attributable to the damaged seawall

**CONSENT AGENDA ITEMS**

(“Consent Agenda items are considered to be routine and will be enacted with a single motion. Any item requiring discussion will be removed from the Consent Agenda; all Consent Agenda items will be reflected in full in the minutes.”)

**RESOLUTION 2021-120**

**AUTHORIZING EXECUTION OF AGREEMENT WITH DOLAN CONTRACTORS, INC.**

**WHEREAS**, Dolan Contractors, Inc. (“Dolan”) has land use approvals for, and is in the process of, the construction of warehouse space within the Township at 800 Coopertown Road, more formally referred to as Block 1900, Lots 5.02 & 5.03; and

**WHEREAS**, there are a number of issues that have arisen between the Parties including a dispute with regard to the fair share fee to be paid with respect to the Coopertown sewer line project; and

**WHEREAS**, the Parties have negotiated a resolution to these issues, which have been set forth in an Agreement, attached hereto and incorporated herein by reference; and

**WHEREAS**, the Township desires to formally authorize this Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Delanco, County of Burlington, State of New Jersey, that the Mayor and Township Clerk are hereby authorized to execute the Agreement with Dolan, as referenced above and attached hereto, in order to effectuate a resolution to a number of open issues between the Parties.

**BE IT FURTHER RESOLVED** that the Township Administration and Professionals are authorized to take such actions as are necessary to fully implement and enforce the terms of the Agreement.

**RESOLUTION 2021-121**

**RESOLUTION CERTIFYING LIENS AGAINST CERTAIN PROPERTIES FOR COSTS INCURRED BY THE TOWNSHIP IN ACCORDANCE WITH CHAPTER 135 OF THE TOWNSHIP CODE**

**WHEREAS**, in accordance with Chapter 135 of the Code of the Township of Delanco entitled "Brush, Grass and Weeds", notice of noncompliance was sent to various properties: within the township; and

**WHEREAS**, said property owner did not comply with said notice and the Delanco Township Public Works Department proceeded to abate the violations; and

**WHEREAS**, the costs were certified per the attached documentation and are fully set forth below; and

**WHEREAS**, Chapter 135 provides that the costs shall be charges against the land and shall be a first lien upon said lands and premises in the nature of taxes assessed against said lands; and

**WHEREAS**, it is the desire of this Township Committee, in accordance with Chapter 135 of the Code of the Township of Delanco, to accept and confirm the certification of said costs incurred by the Delanco Public Works Department, which shall hereby result in a lien against the property.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Delanco, County of Burlington, State of New Jersey, that the following lien is hereby certified as against the property as noted in accordance with Chapter 135 of the Code of the Township of Delanco:

511 Cooper Street    Block 1606   Lot 10   Cut grass, weeds                      \$18.24

BE IT FURTHER RESOLVED that the Township Clerk shall forward a certified copy of this resolution to the owner(s) of the subject property.

BE IT FURTHER RESOLVED that the Tax Collector shall be responsible for collection of the amounts herein certified, which sums shall be added to and become part of the taxes assessed against said lands and premises and shall be collected with and in the same manner and bear interest at the same rate as taxes upon said premises.

**APPROVAL OF DEPARTMENT REPORTS**

**APPROVAL OF CONSENT AGENDA**

Motion by Mr. Browne, seconded by Ms. Fitzpatrick to approve the consent agenda

**ROLL CALL:** Mr. Browne, yes; Ms. Fitzpatrick, yes; Ms. Holland, yes; Mr. Ouellette, yes; Mr. Templeton, yes

**MEETING OPEN TO THE PUBLIC FOR COMMENTS AND QUESTIONS SESSION TWO  
\*VIA LIVE AUDIO OR TYPED “CHAT” ZOOM FUNCTION**

Mayor Templeton opened the meeting to the public. Mrs. Lohr stated that no chat comments or questions had been submitted.

**COMMENT AND QUESTION SECTION OF THE MEETING CLOSED TO THE PUBLIC**

Since there were no comments or questions from the public, Mayor Templeton closed the meeting to the public.

**STATUS OF CORONAVIRUS DISEASE (COVID-19) AND EXECUTIVE ORDERS**

**EXECUTIVE ORDERS & CDC GUIDELINES UPDATE**

Mayor Templeton stated that there have been no recent executive orders.

**REVIEW OF CURRENT COVID RESPONSE POLICIES FOR MUNICIPAL FACILITIES**

Mrs. Lohr stated that the Township Covid policy is still in place and that masks required in the municipal building. Mayor Templeton commented about the number of positive cases in Burlington County and said that approximately 400 residents of Delanco have tested positive during the pandemic.

**CORRESPONDENCE**

**Municipal Clerk—Mrs. Janice Lohr**

- email with information about League of Municipalities convention that will be in held Atlantic City from November 16-18 – advance registration is available – information will forwarded to Committee members and staff via email
- correspondence regarding the Community Development Block Grant for installation of handicapped ramps – have received approval to move forward and bid out the project – this was forwarded to Harry Fox

**DISCUSSION ITEMS**

**PROPOSED ORDINANCE AMENDING THE TOWNSHIP CODE AT CHAPTER 216 GOVERNING “PARK REGULATIONS” TO CLARIFY PROVISIONS ON PASSIVE PUBLIC AREAS**

Mayor Templeton stated that the first reading would be done next week when Mr. Heinold is present. There was discussion about changing the identification of the street ends from “township park” to “public property”. Mrs. Lohr stated that this change in language would make certain prohibitions apply to the street ends. Any other suggested changes to the language in the ordinance should be sent to Mrs. Lohr for referral to Mr. Heinold.

**APPOINTMENTS FOR CANNABIS SUBCOMMITTEE**

The list of proposed subcommittee members was discussed. Co-chairs Ms. Fitzpatrick and Ms. Holland will review the list and make their recommendations for membership. Mrs. Lohr will place the appointments on the next meeting agenda.

**ADDITIONAL COMMENTS**

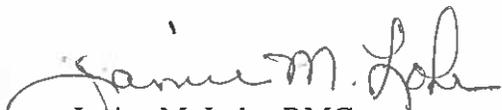
Mayor Templeton asked Committee members, Recreation Commission members and Chief DeSanto to think about what to do with respect to Halloween.

Ms. Fitzpatrick commented about Dietz & Watson’s continued support of Recreation and DYSA with donations. They don’t hesitate to work with the Township organizations on what they need such as donations of hot dogs. Dietz & Watson has been very generous.

**ADJOURNMENT**

Motion by Mr. Ouellette, seconded by Ms. Holland to adjourn the meeting

**ROLL CALL:** Mr. Browne, yes; Ms. Fitzpatrick, yes; Ms. Holland, yes; Mr. Ouellette, yes; Mr. Templeton, yes

  
Janice M. Lohr, RMC  
Municipal Clerk

*Approved October 4, 2021*