

FLORENCE TOWNSHIP COUNCIL EXECUTIVE SESSION

June 8, 2011

8:00PM

CALL TO ORDER & FLAG SALUTE

Council President O'Hara called the meeting to order and led the Salute to the Flag.

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 2, 2011 and January 16, 2011; given to the Register News for information; posted on the municipal bulletin board.

ROLL CALL

Present: Frank Baldorossi, Sean Ryan, Jerry Sandusky, David Woolston, Dennis O'Hara

Also Present: Mayor William Berry; Thomas Sahol, Assistant Municipal Administrator; Dante Guzzi, Township Engineer; Russell Trice, Township Water and Sewer Engineer; William J. Kearns, Jr., Township Solicitor; Joy M. Weiler, Township Clerk

Note: The Township Administrator, Richard Brook, absent. He was attending a conference.

PUBLIC COMMENT

Nothing at this time.

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

TOWNSHIP WATER & SEWER ENGINEER

Crossroads East: Deny Performance Bond Release

Russell Trice, Township Water and Sewer Engineer, reviewed and recommended denying release of the Performance Bond, a punch list of items to complete was provided to the developer. A Resolution will be prepared for next week's meeting.

The Manor at Crossroads, Phase I: Deny Performance Bond Release

Mr. Trice reviewed and recommended denying release of the Performance Bond due to outstanding punch list items. A Resolution will be prepared for next week's meeting.

TOWNSHIP ENGINEER

Park Projects: Review

Dan Guzzi, Township Engineer, stated that he has begun bid documents for the boat dock. Assistant Administrator Sahol stated that the township has the ability to move forward now with the boat dock so it will be ready to be installed the spring of next year. He believes the current dock, with the repairs, will hold up through this season. He explained that Public Works is trying hard to keep up on removing the debris when it builds up.

Florence Township Council Executive Session: 06/08/11

Council President O'Hara asked how it is monitored that those using the boat ramp have a valid permit? Assistant Administrator Sahol stated that the Police Department patrol the boat ramp.

Upcoming Grants: Discussion

Assistant Administrator Sahol stated that an upcoming grant is the Community Development Block Grant (CDBG), which is before HUD for the final. The design phase can begin.

The Township Engineer, Dan Guzzi explained that the bid documents for the 2010-2011 sidewalk project have to be approved by the Department of Transportation. He spoke with DOT and received a verbal authorization but he has to wait until he sees it online. He believes he will be able to advertise the beginning of next week with bids being received in three to four weeks.

Mr. Guzzi stated that the bid documents for the CDBG are almost complete. Authorization is needed from Burlington County to go out to bid on the CDBG.

Assistant Administrator Sahol stated that all of the residents impacted by the sidewalk project have had an opportunity to come in, look at the plans and comment. A majority of the residents are happy with the sidewalk project.

Council President O'Hara questioned the project across from Griffin Pipe. Assistant Administrator Sahol initially thought it was part of the County Heritage Trail but believes it is an off tract improvement with regard to the initial sub-division for Oak Mill. He stated that the improvement placed that condition on the developer to help in the future development of the Heritage Trail.

Assistant Administrator Sahol noted that he sent letters to the residents on E. Third Street, Oak Street and Grove Street regarding the 2011 sidewalk project.

DOT Dormant Grant

As discussed at last week's meeting, Mr. Guzzi spoke with DOT and the confusion is due to the grants being combined. DOT is straightening the matter out on their end and the township should be receiving final payment shortly. Mr. Guzzi will follow up to be sure it is resolved.

ASSISTANT MUNICIPAL ADMINISTRATOR

Parking and Stop Sign Request

Assistant Administrator Sahol stated that he met, along with Administrator Brook, a resident on W. Sixth Street near Winter Street who has concerns regarding the new development and increase traffic flow. After reviewing, Assistant Administrator Sahol made some recommendations to the Police Department's Traffic Sergeant and the Chief. They looked at the recommendations and concur. The recommendation is as follows: stop sign Winter Street to Fifth Street, Sixth Street to Winter Street and single sided no parking on Winter Street from the area closest to the river all the way across the railroad tracks towards Sixth Street. An Ordinance implementing the recommendations will be prepared.

Resident Request to Purchase Municipal Lands

Assistant Administrator Sahol provided a map and description of the resident's request. The resident is saying that there may be a larger amount of land that may be available for purposes other than just buffering a basin. He is asking Council to consider allowing him to move forward with an

Florence Township Council Executive Session: 06/08/11

application for a subdivision so he can pull off a piece of this land. Assistant Administrator Sahol did advise the resident that the Township Engineer has to make sure that it does not affect the basin. Assistant Administrator Sahol is still investigating whether or not the Recreation and Open Space Inventory (ROSI) was updated prior to this subdivision, which he believes it was. Solicitor Kearns noted that if it is on the ROSI list, the township cannot sell it. Assistant Administrator Sahol does not believe this parcel is part of the ROSI but has to check. Solicitor Kearns stated that there are specific procedures that need to be followed, the township cannot just sell this property to the interested party. At this time, Assistant Administrator Sahol would just like to see if Council has any interest in pursuing. Assistant Administrator Sahol noted that there are additional residents that abut the property that would benefit from the property. Council Members in agreement for Assistant Administrator Sahol to investigate further and report back.

Discussion: Fences in Relation to Alleys

Assistant Administrator Sahol stated that the alleys are really tight and he is proposing an amendment to the code that says that fences where they are immediately adjacent to an alley that is so undersized that it is hard to maneuver (size will have to be determined) have to be set back one foot from the alley line or property line. As new fences are installed, the township would see the benefit of this change in the code. This would only apply to new permits; existing fences are grandfathered. Council Member Woolston believes it is an excellent idea especially with the difficulty the township faced with trash pick up in the alleys this past winter due to the large amount of snow. Council Member Sandusky discussed the corner properties where the trash trucks have to turn, those fences should be moved back to avoid being hit. Assistant Administrator Sahol explained that most of the damage to fences are caused when the trash truck shifts due to the condition of the alleys. After further discussion, Assistant Administrator Sahol will report back with more information.

Summer Youth Work Program

Assistant Administrator Sahol stated that the township participated in this Burlington County program last year and benefited by having two (2) youths who were given job experience. He explained that they are county employees and there is no cost to the township. Assistant Administrator Sahol would like to participate again this year.

It was on the MOTION of Ryan, seconded by Sandusky to authorize Assistant Administrator Sahol to move forward with the Summer Youth Program Offered by Burlington County.

On the Question

Nothing at this time.

Upon roll call Council voted as follows:

YEAS: Baldorossi, Ryan, Sandusky, Woolston, O'Hara

NOES: None

ABSENT: None

Unanimous approval.

Council Member Ryan stated that Assistant Administrator Sahol did a great job with the Summer Youth Program last year and is happy to see that he has brought it back again this year.

Florence Township Council Executive Session: 06/08/11

Second Avenue Parking Permits

Assistant Administrator Sahol stated that the residents do not seem to be picking up the Second Avenue Parking Permits very quickly. If the signs are installed on Friday, enforcement will begin over the weekend. He stated that either the signs can go in this Friday and covered over or the poles can be installed and the signs put up one day next week and one more notice will go out to the residents. Council Member Baldorossi suggested the poles be installed this Friday and the signs one day next week after another letter.

Assistant Administrator Sahol reported that the residents were aware that they had to pick the permits up at the municipal building. Clerk Weiler reiterated that a letter went out to the residents stating that they had to pick up and sign for the permits. She noted that half of the residents picked up. Council Member Sandusky asked that the next letter be hand delivered. A letter will be hand delivered to the residents stating that the poles are going in and advising the date the signs will be installed and enforcement will begin. An offer will be made to the residents allowing them to pick up the parking permit at the police window for a certain number of days during the hours the police window is open. It was noted that a small error was made on the initial permit but has since been corrected, that will also be addressed in the letter. It was decided that the signs will go up and be enforced on Thursday, June 16, 2011.

MAYOR

Mayor Berry stated that there is a seat on the Recreation Committee for the Community Alliance Program. The township no longer participates in that program and Assistant Administrator Sahol suggested that seat be filled with a township resident that is involved with recreation. The Ordinance will be amended in the future.

MISCELLANEOUS

Mayor Berry stated that a **Proclamation** was done for the girls' high school basketball team two years ago; he will be preparing a proclamation to present to the **boys' high school basketball team** this year.

Council Member Woolston noted that at last Monday evening's Recreation Meeting he asked Dave Dennison, Recreation Director, to put a **letter** out to all of the **sports groups advising them to please tidy up the fields after they use them** rather than the Public Works Department having to clean up the fields since the department is short handed. Council President O'Hara stated that was an excellent idea.

8:50PM MOTION by Ryan, seconded by Sandusky to adjourn meeting. Roll call vote – all ayes.

ADJOURNMENT

8:50PM: Meeting adjourned.

Respectfully submitted,

JOY M. WEILER, RMC/MMC
Township Clerk

/mab