

CAUCUS MEETING MINUTES

May 7, 2024

5:00 P.M.

***MEETING WAS HELD VIA “ZOOM” APPLICATION WITH MEETING ID 349 802 0449

Mayor Jakubowski called the meeting to order.

MAYOR'S STATEMENT: "Notice of this meeting has been provided in a legal notice published in the Courier Post and the Retrospect; and posted in accordance with Title 10 of the New Jersey Statutes Annotated, specifying a 5:00 p.m. meeting time; and that formal action may or may not be taken at all Caucus and Commissioners meetings. Please be advised that this meeting is not being videotaped tonight."

Roll Call: Mayor Jakubowski, Commissioner Lee and Commissioner Whitman were in attendance.

Those additionally in attendance were Administrator David Taraschi, RJ Callaway, Assistant Superintendent PW, Solicitors Sal Siciliano and Jennifer McPeak, Borough Engineers Steve Bach and Craig Reilly, Danielle Ingves, Municipal Clerk, Library Board President, Tom Tassi, Police Chief, Kurt Bicking, OEM Director, Fire Chief Patrick Slemmer, Court Administrator Jean Phillips, Brian Conte, EMT.

Commissioner Lee made a motion to approve minutes from April 16, 2024, seconded by Commissioner Whitman. All in favor-motioned carried.

ORDINANCES FOR ACTION: N/A

RESOLUTIONS FOR ACTION:

2024-67 Resolution to Affirm the Borough of Audubon’s Civil Rights Policy. The foregoing resolution was approved by motion of Commissioner Whitman; seconded by Lee. All in Favor motion carried.

2024-68 Authorizing a Shared Service Agreement by and between The County of Camden and the Borough of Audubon for Street Sweeping on County Roadways. The foregoing resolution was approved by motion of Commissioner Lee; seconded by Commissioner Whitman. All in Favor motion carried.

2024-69 Authorizing an Award of Contract for the Lease Agreement for the Wireless Communications Facilities, located at 247 Oakland Avenue, Block 70, Lot 7 to Global Signal Acquisitions II LLC, a subsidiary of Crown Castle. The foregoing resolution was approved by motion of Commissioner Whitman; seconded by Commissioner Lee . Unanimous Roll Call Vote.

2024-70 A Resolution Authorizing The Execution of a Municipal Utility Engineering and Construction Agreement and Amendment Between the Borough of Audubon and The State Of New Jersey Commissioner Of Transportation. The foregoing resolution was approved by motion of Commissioner Lee and seconded by Commissioner Whitman. All in Favor motion carried.

Department Reports:

Borough Administrator – Asked the Municipal Clerk to make sure a copy of the lease agreement goes to Vickie so that she is aware of what payments will be coming in for revenue. The tonnage agreement was filed as required by the State by April 30 and also the storm water certification due May 1st was certified and submitted. We have a physical field inspection by the DEP on the 22. Nothing else to report.

Assistant Superintendent of Public Works – Previous tasks include Audubon Day preparations. Regrade gravel road to Haddon Glen in Haddon Heights, mulched all Borough properties. Presently normal day-to-day operations. On Friday was made aware of two newly formed potholes on newly paved roads. We are planning to patch them on Friday. The one on Graisbury was from PSEG’s subcontractor line services and we reached out to them and told them the issue and we will take care of that. For the future, Memorial Day Preparations, planting of trees in Haddon Heights and Third Friday block parties.

Chief Finance Officer – Per Commissioner Whitman, finalizing everything for the budget hearing for May 21 and per D. Taraschi, the CFO will be attending that public hearing.

Borough Clerk – Reminder that the Primary Election is June 4 and the deadline to register to vote is May 14, 2024. The Board of Elections still needs poll workers. If anyone is interested, please reach out to me. The flyer is on our Facebook page and website. Cyber training needs to be completed. Now that Financial Disclosures have been completed, I will be reminding you all regularly to complete your cyber training. I will log on to see who has not completed and I will be in touch.

Tax Collector – Excused. Report attached.

Tax Assessor – Absent and nothing to report.

Police Chief – Report submitted.

Fire Chief – Report submitted. Alarms answered in April:40 Alarms answered to date:173

OEM – Report submitted. Will be meeting with Celebration Committee this month. The LEPC meeting has been postponed until after that. This will be to discuss the July 6 fireworks. Having a meeting with IEM State’s EOP contractor soon.

EMS – Report submitted. Audubon had a total of 103 calls in April. Total calls for the month: 236

Municipal Court Administrator – Report previously submitted. Will send additional reports when available.

Construction Code/Zoning Report - Report attached.

Engineer – Report attached. The next round of NJDOT Municipal Aid road reconstruction/resurfacing for the year 2023 funding. That project is the last block of East Pine, and the beginning of Hampshire. It will be in the paper on Monday advertised and scheduled that BID opening for May 29. We should be able to award that contract at the June caucus if we have favorable BIDS. The second project is the FY2023 Open Space, the playground equipment, the rockers. They have been installed, but we are working on the sign and getting that installed in the next couple of weeks. It was stated that he sent over the quote for that to D. Taraschi from Sign Pros. D. Taraschi asked C. Reilly to check out the “bird bath” on East Pine.

Solicitor – Nothing to report.

Library – All is quiet at the Library. They participated in Audubon Day. Program numbers and attendance are up, and programs are being added weekly/monthly. All is well.

The Recreation Center – Reminder the YMCA is not only providing summer camp this year, but job opportunities are available for camp counselors as well. The links for the YMCA are on our website and the YMCA’s website. The

program runs June 17 to August 30. April: five private parties and one non-profit fundraiser, police used for training and Friday Nights at the Rec were hosted by the Rec Center Committee which helped with the mission of active and passive recreation, and we hosted Audubon Day down there as well which was a success.

Sustainable Audubon – Meetings are the first Wednesday of every month. Last night they hosted with two other towns a presentation on the energy efficiency program for PSEG. Audubon, Haddonfield and Barrington all received a grant from PSEG to promote. We strongly encourage everyone to look into the energy efficiency program to see what may fit for your household. Sustainable Audubon did a couple of clean ups last month. They are doing one in a couple of weeks, I believe. They continue to do good work.

Board of Commissioners Reports:

Commissioner Lee – Would like to pose a question here so that the right person can deal with it. We saw an incident where an outside vendor came in and created a hole in the freshly paved asphalt. I think it would be in our best interest to create a resolution stating and outlining our expectations for repaving. Runnemede currently has one and the Mayor stated that he has a copy of Runnemede's resolution, and he will share that with everyone. He possibly only submitted to our attorney and engineer for their feedback. Met today in a fairly extended meeting with Chief Conte to discuss ambulance services. Will put together a report on that meeting as well as the recommendations to discuss.

Commissioner Whitman – Public Hearing for the budget is on May 21. The County taxes were paid and last week the school was paid. Also, thank you to all the volunteers for a successful Audubon Day.

Mayor Jakubowski – Audubon Day was another great event. Thank you to the Commissioners for joining as we did unveil the rockers. We are waiting for the sign to be put up in the coming weeks. The purpose of the rockers is to recognize our first responders. There is also a historical sign that is our connection to the Revolutionary War. Informed the Commissioners that an email was sent to sign onto a larger Revolutionary War thing for the 250-year anniversary. We will talk more about that soon. I do want to thank our volunteers for Audubon Day especially our Clerk who put more hours in, well beyond her normal hours, assisting the ACC and with the fire inspections and such. The Committee has worked really hard and has not taken a break yet either. They have already started meeting about the July 4th parade and the July 6th fireworks.. More to come on that. The DPW lead by RJ just did an outstanding job in preparation for Audubon Day. Received calls from those that run Memorial Grove and they are grateful for the mulch done there and the trees taken down. The Borough of Audubon is very appreciative of all your hard work. More to come from the Celebration Committee.

Open Session: Commissioner Lee made a motion to open the meeting to the public; seconded by Commissioner Whitman. All in favor; motion carried.

No one from the public had any questions. Commissioner Whitman made a motion to close the meeting to the public; seconded by Commissioner Lee. All in favor; motion carried.

RESOLUTION 2024-71 - CLOSED SESSION: Resolution 2024-71 for Appointments/Contracts

Motion was made by Commissioner Lee and seconded by Commissioner Whitman. All in favor motion carried.

Closed Session started at 5:23 pm.

Commissioner Lee made motion to come out of closed and seconded by Commissioner Whitman. All in favor motion carried at 5:37 pm

Commissioner Lee made a motion to adjourn, seconded by Whitman. All in favor; motion carried.

Meeting Adjourned at 5:38 pm.

Mayor Jakubowski

Commissioner Whitman

Commissioner Lee

ATTEST:

Danielle Ingves, Municipal Clerk

DATE APPROVED :