

# CAUCUS MEETING MINUTES

June 5, 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, Kurt Bicking, OEM Director, Fire Chief Patrick Slemmer, Brian Conte, EMT, John Dymond, Tax Assessor

Commissioner Whitman made a motion to approve minutes from May 21, 2024, seconded by Commissioner Lee. All in favor-motioned carried.

**ORDINANCES FOR ACTION: N/A**

## **RESOLUTIONS FOR ACTION:**

### **2024-91 Resolution to Cancel Remaining 2024 Property Tax for a Totally Disabled Veteran Status for Block 128, Lot 16.**

The foregoing resolution was approved by motion of Commissioner Lee; seconded by Commissioner Whitman. Unanimous Roll Call Vote.

**2024-92 Appointing Marjory McGuckin as the Municipal Coordinator on Aging for a Term of One Year.** The foregoing resolution was approved by motion of Commissioner Lee; seconded by Commissioner Whitman. All in Favor motion carried.

**2024-93 Award of BID-FY 2023 NJDOT Trust Fund Resurfacing of E. Pine Street – Phase III & Reconstruction Hampshire Ave to Landberg Construction LLC in the amount of \$231,062.55.** The foregoing resolution was approved by motion of Commissioner Lee; seconded by Commissioner Whitman . Unanimous Roll Call Vote.

**2024-94 Authorizing the Appointment of the Green Wave Park Recreation Committee Members for a Term of One Year.** The foregoing resolution was approved by motion of Commissioner Lee and seconded by Commissioner Whitman. All in Favor motion carried.

**2024-95 Resolution of the Borough of Audubon Approving the Liquor License Renewal for Apple New Jersey, LLC.** The foregoing resolution was approved by motion of Commissioner Whitman and seconded by Commissioner Lee. All in Favor motion carried.

**2024-96 Resolution of the Borough of Audubon Approving the Liquor License Renewal for WV Audubon Ventures.** The foregoing resolution was approved by motion of Commissioner Lee and seconded by Commissioner Whitman. All in Favor motion carried.

## **Department Reports:**

**Borough Administrator** – The Borough of Audubon (Administrator, Mayor and Management Team) met to go over the renewal proposal for a new extension with the shared service agreement with Haddon Heights for Public Works. We met collectively to make sure we were all on the same page and we are ready to meet with Haddon Heights as they did request a meeting in June to discuss this potential renewal. Heights hosted the last meeting and so we will host this next one in Audubon and begin the negotiations.

**Assistant Superintendent of Public Works** – Report Attached. Highlights included for the month of May; prepared for Memorial Day Ceremonies in Audubon and in Haddon Heights. Prepared for Third Friday and just normal day to day operations.

**Chief Finance Officer** – No report.

**Borough Clerk** – Report attached. Primary Election was yesterday. One minor hiccup in the middle of the day that was resolved. Expressed concerns about the General Election in November and the Board Workers being up to task with training and all the changes. Cyber training needs to be completed by June 30, 2024.

**Tax Collector** – Report attached. (Absent)

**Tax Assessor** – Nothing to Report.

**Police Chief** – Report submitted. (Excused) Per Commissioner Lee, Chief Tassi did ask about the lining time line on Merchant Street. Per Dave T., The paver from Pioneer asked about what we wanted. Dave stated that he wanted it put back the way it was. Com. Lee stated that the crossing guard is having issues with people not stopping over there. Dave T. stated that he would reach out to Pioneer tomorrow to address this.

**Fire Chief** – Report submitted.

**OEM** – Report submitted. Thank you to RJ C. and Mike C., DPW, with their help fixing the Command Truck. The LEPC meeting has been scheduled for Wednesday, June 12 at 2 pm and the main topic will be the July 6 fireworks celebration. Asking for one representative from each department to attend.

**EMS** – Report submitted. Audubon had a total of 96 calls in May. Total calls for the month: 241

**Municipal Court Administrator** – Report submitted. (Excused)

**Construction Code/Zoning Report** - Report attached.

**Engineer** – Submitted written report. Per C. Reilly, Resolution on agenda tonight is the contract award for FY2023 DOT Municipal Aid for Lambert. For 2024, we are in the middle of the survey and design for that project. For 2025, DOT says they are now accepting applications so we will work with Dave T. to designate an additional road for that application in addition to finishing up Hampshire Ave. The NJDCA has announced that the local recreation improvement grants have been announced. Audubon was fortunate enough to receive \$65,000 for improvements for Audubon Family Park for upgrading access ways and additional playground equipment. Those announcements just came out this week. We will work on getting those agreements signed. Per S. Bach, on the local recreation grant, they are getting more and more competitive. The interest is increasing for these grants and they are becoming more competitive and so the money is being

spread around. These grants were kind of secret and it worked in our favor, but it is not a guarantee that will receive money moving forward with all the competition. For 2023 CDBG project for the Senior Center 2<sup>nd</sup> Floor kitchen improvements, there will be a pre-construction meeting on Tuesday for that. We would like to get that wrapped up and apply for the reimbursement.

**Solicitor** – Item for closed session only.

**Library** – Summer Reading Program opening soon. There will once again be a reading competition between the local towns. Check out their website and social media for additional programs being offered.

**The Recreation Center** – YMCA Summer Camp starts June 17 and ends August 30. Signs up are ongoing. Their numbers have doubled since last year. The link is on the Borough and YMCA websites.

May – Five private parties & School District had a meet and greet for the new Superintendent.

June – Elections on June 4, Friday Nights at the Rec – Outside Only – June 14, Five private parties and YMCA starts on June 17

Per Com. Lee, cash flow intake vs expenses, do we have those numbers? D. Ingves will provide that report for the Commissioner.

**Sustainable Audubon** – Per Mayor Jakubowski, meetings are the first Wednesday of every month. They are working hard on their home energy efficiency program. Anyone interested in that, please reach out to them. They have been doing a lot of work cleaning up the various gardens around town, not just the rec center or Audubon Family Park, but also Green Wave Field and the Lions Club's garden that is by the railroad tracks. I really appreciate the volunteers and all they are doing there.

### **Board of Commissioners Reports:**

**Commissioner Lee** – Nothing further to report other than the line painting. All seems to be going well. No news is good news.

**Commissioner Whitman** – In regard to the line painting, the roads came out amazing with the paving. All the contractors did a great job. We got beat up for a long time, but it was worth it in the end. Great job to those guys and thank you to PD and Dave T. for staying on top of everything as well. Thank you to D. Ingves for the baby changing tables install at the rec center especially before Audubon Day. (Per Mayor J., people commented that they were happy that they were installed in both the male and female bathrooms.) Thank you to DPW for their help setting up for the Memorial Day service. Thank you to the APD and Fire Department for a strong presence and showing up for our fallen heroes. It is always a great service.

**Mayor Jakubowski** – The Recreation Committee is hosting an event on Friday, June 14, the last day of school for a fun event. It will start earlier in the day at the FJW Rec and Community Center and the turn out has been really great for a new event. July 4, 5 and 6 will be full of Independence Day events. Audubon Celebration Committee, which is a member of Audubon Civic REACH, is working on a mailer that will be going out to all households with all the details on these events. This is the second year we will not have a program, but instead the mailer. We are excited to report that we have a meeting with the USDA, Division of Forestry, as we start talking about spending the Congressionally Directed Spending award that we received from Senator Booker. We hope to have a plan later this summer to show you all on how we are going to be bringing 150 new trees to our town.

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

John, Retrospect, asked D. Ingves to elaborate on the concerns with the election. D. Ingves' response is that there a lot of new poll workers and they need additional training. One training session prior to the election is not enough. The technology changes are a lot for our veteran poll workers as well. The changes that the County BOE is working to implement make sense in our current environment, but we need to resolve some ongoing matters before November. Anyone interested in becoming a poll worker can contact D. Ingves and she will connect them with the appropriate person. Additional training and more poll workers will help along with having all districts in one building in the future.

No additional comments from the public.

Commissioner Lee made a motion to close the meeting to the public; seconded by Commissioner Whitman. All in favor; motion carried.

**RESOLUTION - CLOSED SESSION:** Resolution 2024-97 for Policy Discussion.

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

Closed Session started at 5:21 pm.

Commissioner Lee made motion to come out of closed and seconded by Commissioner Whitman. All in favor motion carried at 5:52 pm.

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

Meeting Adjourned at 5:53 pm.

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Mayor Jakubowski

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Commissioner Whitman

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Commissioner Lee

ATTEST:

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Danielle Ingves, Municipal Clerk

DATE APPROVED :