

# CAUCUS MEETING MINUTES

August 6, 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 and Commissioner Whitman were in attendance. Commissioner Lee was absent.

Those additionally in attendance were Administrator David Taraschi, Solicitors Sal Siciliano and Jennifer McPeak, Tom Tassi, Police Chief, Borough Engineers Steve Bach and Craig Reilly, Danielle Ingves, Municipal Clerk, Library Board President, Kurt Bicking, OEM Director, John Dymond, Tax Assessor, Megan Giordan, Tax Collector

**ORDINANCES FOR ACTION: N/A**

## RESOLUTIONS FOR ACTION:

### 2024-111 AUTHORIZING THE APPOINTMENTS OF MEMBERS OF THE JOINT LAND USE BOARD

- Kevin Moran, Alt 2, August 15, 2024 to August 14, 2026
- James Rossell, Jr., Alt. 4, August 14, 2024 to August 13, 2026

The foregoing resolution was approved by motion of Commissioner Whitman; seconded by Mayor Jakubowski. All in Favor Motion Passed.

### 2024-112 PROVIDING AN EXTENSION ON THE GRACE PERIOD FOR THE 3<sup>RD</sup> QUARTER PROPERTY TAXES TO SEPTEMBER 5, 2024.

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

### 2024-113 AUTHORIZING AN AGREEMENT BY AND BETWEEN THE BOROUGH OF AUDUBON AND BAY HILL ENVIRONMENTAL FOR LEAD-BASED PAINT ASSESSMENT AND LEAD SAFE CLEARANCE SERVICES EFFECTIVE JULY 1, 2024 THROUGH JUNE 30, 2025

The foregoing resolution was approved by motion of Commissioner Whitman; seconded by Mayor Jakubowski. All in Favor Motion Passed.

## Department Reports:

Borough Administrator – Nothing to report.

Assistant Superintendent of Public Works – Report submitted. Excused from meeting.

Chief Finance Officer – No report. Per D. Taraschi, you will see an introduction for the 2024 Capital Improvement Ordinance for the year 2024. It should be introduced by the next meeting and a draft will be sent for review next week.

Mayor Jakubowski questioned the timing of the review as he will be on vacation next week. D. Taraschi stated that it is in the hands of bond counsel right now.

**Borough Clerk** – Report submitted. Preparation for General Election has begun. Poll/Board workers are desperately needed. League of Municipalities will be on November 19, 20 and 21. The Commissioners' meeting on November 19 will now be at 5:00 pm, in person, not at 7:00 pm. Will advertise and remind you all several times between now and then.

**Tax Collector** – Reports submitted. The tax office is working diligently this week to get the tax bills out. The grace period has been extended until September 5. Any payments received after September 5 will be charged interest back to the original due date of August 1. August 1 is the statutory due date, but we are allowed to extend the grace period out 25 days from the mailing date. Even though the bills are not out yet, over \$450,000 have been received per the Deputy Tax Collector due to online payments and those coming in to pay thinking they lost their tax bills.

**Tax Assessor** – Nothing to Report.

**Police Chief** - Report submitted. It is unfortunate that we had to cancel National Night Out for tonight, but the weather was a huge concern with the call for heavy rain and gusty winds. We are looking forward to rescheduling for the fall and will advertise that date as soon as confirmed. Per Mayor Jakubowski, thank you to Sgt. Gorman for all her hard work on planning this event.

**Fire Chief** – Report submitted. Alarms answered in July: 42. Alarms to date: 282 Excused absence for tonight as he is working Deptford's NNO event.

**OEM** – Report submitted. Thank you to APD, AFD, MEPRI, DPW and the Camden County OEM for their help on July 6 fireworks event. Everyone did a great job ensuring the safety of the spectators and other first responders. A survey was sent out about fireworks. If you haven't completed the survey yet, please do so when you have a few minutes. Let me know if you haven't received the link so I can resend. After-action report will be ready for review by the end of the month.

Mayor Jakubowski stated that he answered the survey, and he answered it as follows: Mr. Bicking you did an outstanding job. The details kept coming and the communication was excellent. Thank you for the hard work on your part time gig. Commissioner Whitman also thanked K. Bicking for the hard work.

**EMS** – No report submitted. Absent.

**Municipal Court Administrator** – Reports submitted. We hired a new deputy, and she is doing a great job.

**Construction Code/Zoning Report** - Reports submitted.

**Engineer** – Report submitted. The next round of road project FY2023 NJDOT should be starting in the next couple of weeks. That is the final block of East Pine by Hopkins and the first block of Hampshire coming off of Kings Highway. We had our pre-construction meeting last week and we expect the contractor to be out there in the next couple of weeks to wrap up Hampshire before school starts.

The Senior Center improvements wrapping up of last year's funding. Kavi should have been on site today or at least tomorrow wrapping up that project so that we can submit to CDBG to get the reimbursement back for the kitchen improvements.

Mayor Jakubowski asked about the State Park Grant and the sketch that was used in another town of a swing set. Could you share that please? C. Reilly will find that sketch and send it over to Mayor.

**Solicitor** – No item for closed session. Nothing to report.

**Library** – Currently working on the 2023 Audit. The auditor will be attending our September meeting. Summer Reading Program is open and ongoing until August 31. Books can be reported until August 31, 2024. The reading competition is in full swing. 297 people have signed up for the summer reading and so far 3,210 books have been read. Please check out the Library's social media page and take a few minutes to nominate our little library for a medal for the Institute of Museum & Library Services. Our Library Director has a lot to be proud of these days and we are proud of her.

Mayor Jakubowski added on that he and D. Ingves were an integral part of the onboarding process of our director about two years ago. We had two amazing candidates and neither from the area to choose from and it was a tough decision. In the end, we went with Ms. Buchanan. She has been so outstanding. She has done more programming; so much so that you need to have sign ups because they are full monthly, and they are creative and new.

Also, she represents us well state-wide. In every profession there is statewide organization. The NJ State Library has a counsel or commission and she serves as the co-chair of the leadership in education committee. She is running the emerging leaders program and she is outstanding with that as she is a recent graduate of that. She was also recently selected as the small library section president. We are really proud. They only pick outstanding librarians for these positions. On another note, I hope to represent well with my three books per summer.

**The Recreation Center** – YMCA Summer Camp ends August 30. They have had about 50 campers and are really reaching max. In fact, they have doubled in size since last year and they are happy with those numbers.

### **July**

- Two private parties and one was our first ever wedding
- YMCA on weekdays

### **August**

- NNO schedule on the grounds for August 6, but that has been cancelled as of today.
- Two private events
- YMCA on weekdays

**Sustainable Audubon** – Monthly meeting is tomorrow night, August 7 at 7:00 pm. They have been attending Third Fridays. They will be engaging with the Borough more as we move forward with our tree grant. A congressionally directed spending grant with Senator Booker. We are finalizing the details with the us division of forestry over the last few weeks. With any grant, there is a lot of paperwork. Sustainable Audubon will be leading that, but we are looking for residents that are looking to add trees in front of their houses. Sustainable Audubon will be keeping that list. Look for more information to come on that.

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

**Commissioner Lee** – Absent

**Commissioner Whitman** – It is disappointing that National Night Out was cancelled tonight, but the weather doesn't look really great now and that was a good call. Thank you to Sgt. Gorman for all her hard work on planning and we look forward to a new date. Shout out to the tax office for all their hard work this week to get the tax bills out. I know it was

frustrating waiting for the state to make this happen but thank you for your patience hard work. September 5 is the extension for the tax bills.

**Mayor Jakubowski** – Thank you to Lt. Gaspari for leading the effort to add additional cameras to the Audubon Family Park near the FJW Rec and Com Center. There are now more eyes on the corners of the park and hopefully, the cameras alone will be a deterrent on their own. We have had several incidents of vandalism in that area. We are watching and looking to hold vandals accountable. Thank you to DPW for working hard with removing the tree stumps in town. Thank you to all of our Borough employees for all their hard work daily.

All mayors were invited to Voorhees small and large business expo event. The Mayor of Voorhees challenged all the mayors to a wing eating contest. “Only a few were brave enough and I walked away with the hardware in the form of a trophy for winning this contest.” It was a fun event that invite was appreciated.

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

John Puccio, resident of Collingwood and works for the Retrospect asked for clarification regarding the tax bill grace period extension. It was explained by M. Giordano, Tax Collector, that it is a statutory date of August 1<sup>st</sup> and the usual grace period is 10 days. However, we are permitted to extend the date 25 days out from the mailing date when there is delay. There is usually a delay in mailing out the third quarter tax bills.

Also questioned by John was the resolution approving the contract with Bay Hill Environmental for lead paint inspections and is this only for rental properties?. It was explained by D. Taraschi that this is just a renewal of the contract approved last year. It is only for rental properties as mandated by the State. If a property owner doesn't want to use their own, they can use Bay Hill.

No additional comments from the public.

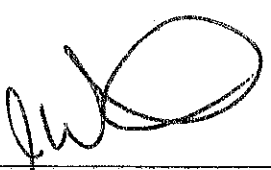
Commissioner Whitman made a motion to close the meeting to the public; seconded by Mayor Jakubowski. All in favor motion carried.

Commissioner Whitman made a motion to adjourn, seconded by Mayor Jakubowski. All in favor motion carried.

Meeting Adjourned at 5:24 pm.



Mayor Jakubowski

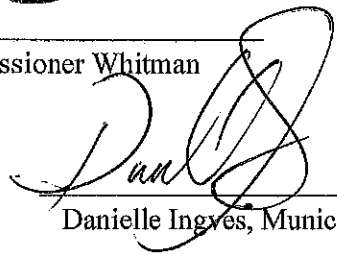


Commissioner Whitman

**ABSENT**

Commissioner Lee

ATTEST:



Danielle Ingyes, Municipal Clerk

DATE APPROVED :

8/20/2024