

CAUCUS MEETING MINUTES

August 5, 2025

5:00 P.M.

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."

Flag Salute/Exit Designations

Roll Call: Mayor Jakubowski, Commissioner Wendell, and Commissioner Alemi were in attendance.

Those in attendance were Danielle Ingves, Municipal Clerk, RJ Callaway, Assistant Superintendent of Public Works, Police Chief Dave Bauer, Court Administrator Jean Phillips, Solicitor Sal Siciliano, and Borough Engineer Craig Reilly, OEM Coordinator Kurt Bicking, Nichelle Bicking Construction Secretary

Commissioner Wendell made a motion to approve closed caucus meeting minutes from July 1, 2025, seconded by Commissioner Alemi. All in favor; motioned carried.

Commissioner Wendell made a motion to approve commissioners' meeting minutes from July 15, 2025, seconded by Commissioner Alemi. All in favor; motioned carried.

Commissioner Wendell made a motion to approve closed commissioners' meeting minutes from July 15, 2025, seconded by Commissioner Alemi. All in favor; motioned carried.

ORDINANCES FOR ACTION:

2025-09 ORDINANCE OF THE BOROUGH OF AUDUBON, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CREATING A CLAIMANT CERTIFICATION EXEMPTION –

First Reading/Introduction August 5, 2025; Second Reading/Public Hearing September 2, 2025

Motion to introduce Ordinance 2025-09 was made by Commissioner Alemi and seconded by Commissioner Wendell. All in favor; motion carried.

RESOLUTIONS FOR ACTION:

2025-141 Authorizing the Borough of Audubon to enter into a lease with Audubon Civic REACH and the Audubon Historical Society for the second floor of the Audubon Senior Center, 247 Oakland Avenue for a period of ten years. The foregoing motion was made by Mayor Jakubowski, seconded by Commissioner Wendell. Unanimous roll call vote.

2025-142 Authorizing the Borough of Audubon to grant an easement to the Camden County Board of County Commissioners for the Property at Audubon Senior Center located at 247 Oakland Avenue for the reasons of

Historical Preservation. The foregoing motion was made by Mayor Jakubowski, seconded by Commissioner Wendell. Unanimous roll call vote.

2025-143 Authorizing the Borough of Audubon to extend the Tax Grace Period for the third quarter taxes. The foregoing motion was made by Commissioner Wendell, seconded by Commissioner Alemi. All in favor; motion carried.

2025-144 Authorizing the Borough of Audubon's Renewal of Membership in the Camden County Municipal Joint Insurance Fund. The foregoing motion was made by Commissioner Wendell, seconded by Commissioner Alemi. All in favor; motion carried.

2025-145 Authorizing application to be filed with the Camden County Open Space, Recreation, Farmland, and Historic Preservation Trust Fund. The foregoing motion was made by Commissioner Wendell, seconded by Commissioner Alemi. All in favor; motion carried.

DEPARTMENTAL REPORTS:

Department Reports:

Assistant Superintendent of Public Works – Report submitted. Public Works handled the Fourth of July celebrations and preparations. There is movement with the grant with the DEP for the EV program. GreenWave turf field was groomed. Working on the tree grant with Sustainable Audubon. Hoping to have the pickleball court set up at the rec center. We are also working with the Historical Society for placement of the historical marker signs.

Chief Finance Officer – CFO is on vacation and excused.

Borough Clerk – General election for governor is November 4, 2025, and the deadline to register to vote is October 14, 2025. The process has started to move all polling districts to the FJW Rec & Com Center. The Board of Elections has asked for an official letter of support from the elected officials. The BOE stated that it is not possible before the General Election and I advised that we are looking for the Primary Election in 2026. The Clerk also thanked all the professionals while they are here in person for their patience as many hats are worn.

Tax Collector – Excused. Reports submitted.

Tax Assessor – Vacation and excused. Report submitted.

Police Chief - Report submitted. 4th of July went off without a hitch on the police side. There were plenty of officers. As far as the traffic and conditions with Kings Highway and Nicholson Road, Nicholson Road might be done next week with 1-2 days in September. Kings Highway may be paving, maybe the 11-12. They are doing their best.

Fire Chief – Excused; National Night Out. Will send a report.

OEM – Thank you to PW for relocating the deuce and a half truck to the FD in anticipation of the heavy rains last Thursday. Met with DPW about sharing the OEM building on Oak Street. There is a plan and moving forward. All FCC licenses but one have been renewed. The last one is eligible in September. Appointment set up with Independent Alarm regarding the Senior Center and OEM building next week to have the system fixed.

EMS – Report submitted. Excused, National Night Out.

Municipal Court Administrator – Reports submitted.

Construction Code/Zoning Report - Reports submitted. N. Bicking commented that the construction office continues to be incredibly busy but has slowed down just a bit because of vacations.

Engineer – Submitted written report. Highlights include the following. This year's 2025 road project, the intersection at Weslyn and Carlisle and Wright Alley worked with RJ and did a test pit. All is good so we are finalizing that to put bid out late summer/early fall.

Secondly, the Senior Center, 1st Floor, CDBG's 2024 funding, we received the bids back but there were some problems with the lowest bidder. The attorney reviewed and we are waiting for additional documentation from the bidders. There were a couple legal issues with statutory exceptions, but we documented, and they are on file to protect the Borough, per Solicitor Siciliano. C. Reilly stated that he is working with the CFO to find the additional money needed for the project.

The DOT is moving forward with their design for the White Horse Pike through Audubon. Our office attended a virtual meeting regarding project scope and schedule for NJDOT White Horse Pike (US Route 30) resurfacing improvements. The improvements include roadway resurfacing, concrete curb, driveway aprons, and handicap ramps, traffic signal upgrades, and roadway restriping. The anticipated schedule includes construction commencement in the spring 2026. They have had several meetings. Once they are finally their design plans, they will submit to the municipality looking for a resolution in support. We are in the middle of reviewing the plans and hoping to have our response to the town.

Waiting on DOT for the Hampshire intersection. Waiting on PSU review for that project. Timeline is maybe the fall.

Solicitor – Nothing to report. Items for closed session.

Library – Report submitted. Absent. Summer reading is done for the year. People are still logging their books through the end of August. The library is currently consumed by a new shelving project.

FJW Recreation & Community Center – YMCA camp runs through August 29. It has been a great partnership.

July – (5) five private parties.

August - Scheduled (4) four private parties.

Sustainable Audubon – Report submitted. Per Mayor Jakubowski, their monthly meeting tomorrow night. The headline is that the federal earmark has finally resulted in a signed agreement with USDA. Moving forward to

putting another 150 trees and purchasing a greenhouse to grow our own trees. If you remember years ago, we had one tree that was deemed the oldest Elm in the whole state on the White Horse Pike. We just learned in the last week that a private property, that a resident has a 264-year-old Sycamore. There are thirty-three recorded Sycamores in New Jersey. It is the second largest in Camden County and the seventeen largest in the state. Interesting note, in terms of the importance of keeping old trees, it has six hundred times greater impact on the environment.

Board of Commissioners Reports:

Commissioner Wendell – Began by thanking everyone involved in making the Fourth of July festivities a great success. We saw strong community participation and a safe, celebratory spirit throughout. Looking ahead, please note that next year's fireworks will take place on July 3, and the parade will follow on July 4. A big thank-you goes out to our Department of Public Works for their continued hard work, especially in grooming and maintaining the turf field. Due to a recent increase in vandalism and littering, our fields, playgrounds, and tennis courts are now locked during off-hours. While we want to keep these spaces open and accessible to all, we ask the community to be vigilant and ensure these areas are respected. Please remind children to clean up after themselves so we can preserve these amenities for everyone. Lastly, DPW and I are working on a series of updates, including re-facing and refinishing signage throughout town and amending outdated parking time limits and ordinances to improve clarity, efficiency, and overall flow.

Commissioner Alemi – Thank you all a great weekend overall for July 4. Thanks to all who are involved. We have hired an independent contractor, Dominic Vesper, to review all our operations and departments. He will be making recommendations. We are working on a Capitol Bond this year for our needs for 2026. I have reached out to every department asking for their needs and priorities moving forward. On our wish list is a fire truck, but we have not made any decisions yet. We are working with our CFO on that currently. In addition, we have a new system for sending out tax bills that we have adopted this year. Outsourcing the folding, stuffing and mailing of the tax bills to alleviate the burden on the staff. We are in transition currently and we are making decisions that are smart and will make us more efficient. That is a good direction.

Mayor Jakubowski – Highlighting something that Commissioner Wendell mentioned. Last week the Police Chief and I met with the superintendent of schools to discuss the playgrounds and the tennis courts. We do want to keep them open, but you cannot sometimes. Since they passed their bond, they have resurfaced their tennis court a second time. When bikes are on there, you are just going to deteriorate. They do not want to have to resurface again. Bikes are meant for the playground, but when you are on the playground, do not make a mess. We see this everywhere. The police have stepped up and will check on the grounds a little bit more often and we work with the school district to make sure the taxpayers have access to everything they are paying for. Thank you to the Chief for meeting with Superintendent. It was a great conversation, and I appreciate the relationship we are making. The Superintendent has only been there a little less than a year and I am glad we are communicating. I do appreciate all the work for July 4. After 40 years you would figure we would have a good countdown with Steve Bellis, but we are not there yet. So, we will bring him back next year and hopefully we get it just perfectly. We will keep him for another forty years if he wants to stay with us.

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

No one from the public was in attendance.

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

Resolution 2025-146 to go into Closed Session for matters of Contracts. The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi was made at 5:22 pm.

Motion was made to come out of closed session by Commissioner Wendell and seconded by Commissioner Alemi at 6:35 pm. All in favor; motion carried.

2025-147 Authorizing the Mayor and Municipal Clerk to request usage rates from the New Jersey State Health Benefits Plan for \$2,000,00. The foregoing motion was made by Mayor Jakubowski; second by Commissioner Wendell. Unanimous roll call vote.

Commissioner Wendell made a motion to adjourn, seconded by Commissioner Alemi. All in favor motion carried.

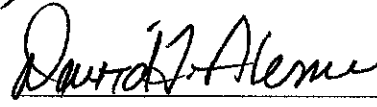
Meeting Adjourned at 6:36 pm.



Robert Jakubowski, Mayor

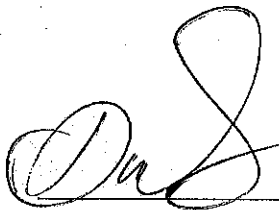


Andrea Wendell, Commissioner

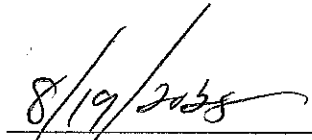


David F. Alemi, Commissioner

ATTEST:



Danielle Ingves, Municipal Clerk



Date