CAUCUS MEETING MINUTES
BOROUGH OF AUDUBON
July 7, 2026
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, Administrator/Municipal Clerk, RJ Callaway, Superintendent of Public Works, Solicitors Sal Siciliano & Jennifer McPeak, Police Chief Bauer, Captain Gaspari, Borough Engineer Craig Reilly, Kyle Schwesig, Jean Phillips, Court Administrator, Tax Collector, Megan Giordano, N. Bicking Construction TA, Fire Chief Slemmer, Battalion Chief DeVoe, Jeanne Muger, Sustainable Audubon, A. Buchannan, Library Director

MEETING MINUTES APPROVAL:

- **June 16, 2026 Caucus Meeting Minutes**
- **June 16, 2026 Commissioner Meeting Minutes**

The foregoing motion to approve was made by Commissioner Wendell; seconded by Commissioner Alemi. All in favor motion carried.

ORDINANCES FOR ACTION:N/A

RESOLUTIONS FOR ACTION:

2026-147 SUPPORTING THE FIRST RESPONDERS AND VETERANS LUNG CANCER SCREENING ACCESS ACT AND COMMENDING THE FOUNDING STUDENTS OF NEW JERSEY'S FIRST HIGH SCHOOL CHAPTER OF THE AMERICAN LUNG CANCER SCREENING INITIATIVE . The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi. All in favor motion carried.

2026-141 RESOLUTION TO DETERMINE WV AUDUBON VENTURES LLC HAS TAKEN SIGNIFICANT STEPS TO ACTIVATE LICENSE NUMBER 0401-33-003-001 IN ACCORDANCE WITH THE NEW JERSEY ALCOHOLIC BEVERAGE CONTROL DIRECTOR'S GUIDELINES

Motion to Table: The foregoing motion was made by Mayor Jakubowski and seconded by Commissioner Wendell. All in favor motion carried.

2026-142AUTHORIZING LIMITED BREWERY OFF-PREMISES EVENTS FOR FARM TRUCK BREWING LLC, 100 W. MERCHANT STREET, FOR THE FOLLOWING DATES:

July 10, 11, 12, 2026
July 17, 18, 19, 2026
July 24, 25, 26, 2026

The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi. All in favor motion carried.

2026-143AMENDING RESOLUTION 2026-136 – AUTHORIZING THE APPOINTMENT OF MEMBERS TO THE JOINT LAND USE BOARD

James Rossell	**Class II**	**July 1, 2026 to June 30, 2027**
James Kindya	**Class IV**	**July 1, 2026 through June 30, 2030**
Daniel Gaspari	**Class IV**	**July 1, 2026 until June 30, 2030**

The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi. All in favor motion carried.

2026-144 RESOLUTION GRANTING A TOTALLY EXEMPT VETERAN DEDUCTION 2026/27 CANCELLATION OF PROPERTY TAXES FOR BLOCK 146.06, LOT 17. The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi. All in favor motion carried.

2026-145 RESOLUTION GRANTING A TOTALLY EXEMPT VETERAN DEDUCTION 2026/27 CANCELLATION OF PROPERTY TAXES FOR BLOCK 107, LOT 4. The foregoing motion was made by Commissioner Wendell and seconded by Commissioner Alemi. All in favor motion carried.

DEPARTMENTAL REPORTS:

Borough Administrator/Borough Clerk - Report submitted. The high-deductible health plan took affect July 1; employees are seeing savings as soon as this week. Two new administrative assistants have completed their first month; the office is now fully staffed. With the bond complete, work is starting on digitizing records. The bond estoppel period had ended; department heads can now access funds for approved projects.

Assistant Superintendent of Public Works - Report submitted & excused.
Chief Finance Officer – Report submitted & excused.
Tax Collector Report submitted & excused.
Tax Assessor - Report submitted. Nothing of note to report this month.
Police Department -Report submitted.

- July 4th operations went well; thanks to the fire police for assistance.
- A bomb and active shooter threat was received for Walmart on July 4th; after evacuation and search, it was deemed not credible.
- The call was made via computer with a voice changer, complicating tracing.
- A new class of police recruits starts at the academy on Monday, July 13, 2026.

Fire Department – The July 4th parade and fireworks were successful. The department handled eight calls over the weekend, including a multi-alarm firm in Marlton. Upcoming training will focus on cold water rescue techniques at Haddon/Audubon Lake.

OEM - Report submitted & excused.

Municipal Court Administrator - Reports submitted. Hiring part-time help for a few months during a current employee's scheduled absence.

Construction Code/Zoning Report – Reports submitted. As of 3:00 pm today, there are zero completed & approved permits waiting to be processed. N. Bicking thanked the administration for hiring additional help for the construction office. The new staff has been working out really well. She is quick, smart and super helpful. The construction office has been actively working with BA and consultant to help build the Community Development Office.

Engineer - Submitted written report.

- A DOT funding application was submitted for Phase 3 road work on Davis, Irvin, and Bringhurst Avenues.
- Grant-funded playground equipment has been ordered; expected to ship in early to mid-August.

EMS – Report submitted and excused.

Solicitor

- Nothing before public session; several items reserved for closed session.

Library – Report submitted. Absent.

FJW Recreation & Community Center

- **YMCA** summer program at Rec Center: June 27–August 28; all questions to YMCA. They are at maximum capacity.
- Hockey league started June 8 for the summer.
- June: Eight (8) private parties, Elections and One (1) non-profit and Audubon Day.
- July scheduled Four (4) private parties scheduled.

Sustainable Audubon

- Report submitted & excused.
- Successful Inaugural Garden Tour in June.

COMMISSIONER REPORTS:

Commissioner Wendell: The past two weeks have been an incredible celebration of our community and our country's history. From the ribbon cutting of the Audubon Historical Society Museum, to the dedication of the Audubon Honors America's 250th Memorial, to a fantastic fireworks celebration and another wonderful Fourth of July Parade, Audubon was filled with patriotism, pride, and neighbors coming together.
None of this happens without our amazing BOROUGH team. I would like to extend my sincere thanks to our superb Department of Public Works. Their countless hours of planning, preparation, setup, and cleanup made each of these events possible. Their dedication often happens behind the scenes, but it never goes unnoticed.
A special thank you as well to Audubon Celebrations Committee (ACC) and Sara Kuhlen for her outstanding organization, leadership, and endless energy, as well to our volunteers, first responders, borough staff, community partners, sponsors, and everyone who gave their time to make these events such a success.
Finally, thank you to the residents of Audubon. Whether you attended an event, volunteered, decorated your home, or simply came out to celebrate with neighbors, you helped make this Independence Day one to remember. The success of these past few weeks is proof that it truly takes a village. I'm incredibly proud of what we accomplished together, and I look forward to continuing that momentum as we celebrate America's 250th throughout the coming year.

Commissioner Alemi: I just want to echo a lot of what's been said already. What a great holiday season July Fourth and the whole weekend! And it's great to see that a lot of the inter-office personnel moves that we've made are coming together, And some of the comments I'm hearing from specifically Nikki and the things Dani has done, paint in the office, new furniture, etc. are all coming together. It's a great feeling and it's certainly worth it. It is nice to see how the pieces are fitting together. So, I am pleased by that and pleased direction the whole town is going. And that's about it. I look forward to more.

Mayor Jakubowski: I am going to sound like a broken record, repeating all of you, but it was great. First off, it was a record heat wave and it was a challenge. There was no easy decisions. Our colleagues in other towns who ended up having to cancel. I feel bad for them. I know we made a tough decision and some people probably stayed home. Thankful that Mt. Ephraim came and joined us in the parade, when they weren't able to, their little league came. We're actually neighbors there. But I thank all the other fire departments that came out through the fireworks. If you guys didn't hear throughout these reports, so while we were all enjoying the Fourth of July and battling the heat, our police department had serious things to deal with, our fire department assisted people in another county with a six-alarm fire and during the storms on the Fourth of July, our DPW went out and cleared trees in the middle of that storm to helping our families. So, what's a celebration day for us is another workday for our volunteer first responders, our paid first responders, and our public works. We're always working above and beyond. It just needs to be highlighted more when it happens during what was a festive party weekend for so many others. So, I am thank all of our first responders. I thank our PDW for that. And then, I was struck on Sunday morning as I was in church, and one of my residents commented on something that is very subtle, but she noticed all of our employees. We're wearing the same shirt, and that was something new for us this year. And we're not going to do it every year. But she commented that she's not like active in town; she's not always calling and complaining and stuff. She just noticed that we were all connected, and she noticed that we provided this among us amongst all of our departments. And so it was kind of cool a resident seeing something like that.. I recall, almost one of the first actions that our new commissioners did when you all joined me in office was to

bring in a strategic plan. And not only did we get that done, but we've been executing it. And sometimes it takes a difficult decision to hey, do we spend this money? Do we not spend this money? And it's working. I mean our grant writers are getting us more grants all the time. The strategic plan led to us getting other grants. Build this department of community development more and more. It's going to help our businesses; it's going to help our residents. And I think you know, we all know it feels great walking into Borough Hall that all the employees I think have a great morale now. And they, you know, all want to be there, they are all going above and beyond every single day. So, for all the department heads, please thank you and also share that with your entire team how much. of us, we appreciate all that you guys do. So, um, I'll just leave it at that. Thank you

Open Session: Commissioner Wendell made a motion to open the meeting to the public, seconded by Commissioner Alemi. All in favor; motion carried. No members from the community joined the meeting. Took questions from Retrospect at this time. Commissioner Wendell made a motion to close the meeting to the public; seconded by Commissioner Alemi. All in favor motion carried.

CLOSED SESSION: Resolution 2026-146 for matters of Litigation at 5:34 pm
Motion made by Commissioner Wendell; seconded by Commissioner Alem. All in favor motion carried.

Motion by Commissioner Wendell to come out of closed session at 6:09; seconded by Commissioner Alemi. All in favor motion carried.

Commissioner Wendell made a motion to adjourn, seconded by Commissioner Alemi. All in favor motion carried. Meeting Adjourned at 6:09 pm.

Robert Jakubowski, Mayor

Andrea Wendell, Commissioner

David F. Alemi, Commissioner

ATTEST:

Danielle Ingves, Municipal Clerk

7/21/26
Date