

**APRIL 30, 2013**

The Caucus Meeting of the Mayor and Council of the Borough of Runnemede was held on the above date in the meeting room of the Borough Hall, 24 N. Black Horse Pike, Runnemede, NJ. The meeting was called to order at 5:00 P.M. The following members were present at roll call: Council members: Kelly, Root, Passio, White & Moore; Present: Administrator Richard E. Wright, Jr.; Solicitor Leonard Wood, Esquire, Borough Engineer Mark Basehore. Absent: Mayor Kalvaitis & Council President Kappatos.

STATEMENT: Councilwoman Kelly read the notice of this meeting pursuant to the "Open Public Meetings Act."

Councilwoman Kelly stated that it was now time to discuss items to be included on the agenda for 5/7/13:

The approval of minutes and the public hearings of ordinances #13-04, #13-05, #13-06 & #13-07 were discussed.

Mayor Kalvaitis arrived at 5:06 PM.

Discussion continued regarding the person to person and place to place transfer of a liquor license, the purchase of a folding machine, code enforcement salary resolution, two tonnage grant resolutions and the appointment of a crossing guard and part-time EMT. Business Administrator Richard Wright stated that he had more appointments which he had just received and would forward them to the clerk for inclusion in the appointment resolution.

Also discussed was a property maintenance lien resolution and a resolution to auction a police vehicle on gov-deals.

Mayor & Council also discussed an ordinance to institute a zoning application fee as well as amending an ordinance which outlines the makeup of the police department. Solicitor Len Wood suggested that Mayor & Council indicate their minimum requirements in this police composition ordinance, not the current staffing. Public Safety Director Kelly stated that she thought the current ordinance was out-dated.

Business Administrator Richard Wright discussed the proposed interlocal services agreement being negotiated with the Borough of Barrington for payroll services. Mayor Kalvaitis stated that she was not aware of this.

Council President Kappatos arrived at 5:35 PM.

A discussion took place regarding the process necessary to eliminate townhouses from the master plan. Solicitor Wood enlightened Mayor & Council regarding some new issues which had come to light regarding the townhouse matter.

Council President Kappatos stated that the fire department was looking to purchase a new fire truck but that it would have to be put off to 2014. Mayor Kalvaitis stated that fire departments were looking at shared services. Nick also spoke about the desire of council to purchase new banners for the Black Horse Pike. Various options were discussed including the borough purchasing the banners, residents and businesses being given the opportunity to purchase them, as before, or a combination of both.

Another expenditure Council President Kappatos suggested was the status of borough road reports which the engineer would prepare for around \$19,000. A discussion ensued regarding the value of such a report.

**GOOD & WELFARE:**

Maria Panzarella, 12 S. Oakland Avenue: Ms. Panzarella thanked the police for handling a matter. Maria asked for a stop sign on WAWA property. Solicitor Wood informed everyone that WAWA would have to be convinced to put a stop sign there since it is private property. Ms. Panzarella then went on about opening the gym for the Sunday group and that she did not open the gym last Sunday. Solicitor Wood informed Maria that this was not the forum in which to discuss this matter.

Seeing no one wishing to speak, a motion was made by Passio, seconded by Root, to close the good and welfare portion of the meeting.

**RESOLUTION #13-79**

**RESOLUTION AUTHORIZING MAYOR AND COUNCIL OF THE  
BOROUGH OF RUNNEMEDE TO CONDUCT A CLOSED SESSION  
TO DISCUSS PERSONNEL & CONTRACTUAL ISSUES**

WHEREAS, the Mayor and Council of the Borough of Runnemede desires to discuss matters relating to personnel and contractual issues wish to do so in Closed Session for approximately 15 minutes;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Runnemede that the governing body shall discuss matters pertaining to the issues outlined above in the Borough of Runnemede at a Closed Session to be held on April 30, 2013 in the Borough Hall, 24 N. Black Horse Pike, Runnemede, NJ; and

The minutes of the Closed Session Meeting shall be kept, as required by the Open Public Meetings Act. The matters discussed at such meeting shall be disclosed to the public when the reason for discussing this matter privately no longer exists.

It is further determined that said Closed Session and matters to be discussed therein are matters as permitted under the Open Public Meetings Act.

**BOROUGH OF RUNNEMEDE**

A motion was made by Kelly, seconded by White the resolution be adopted. The motion carried.

A motion was made by White, seconded by Root to return to open session. The motion carried.

Council President Kappatos talked about long term vs. short term planning.

A discussion ensued regarding the pump stations and the Hidden Ponds development. Mayor & Council are awaiting an estimate for maintenance from Sewer Superintendent John Gunn to present to the Barrington governing body. Mayor Kalvaitis expressed her dislike for considering this proposal. Mark Basehore, Borough Engineer, stated that any agreement should have provisions for time and materials.

Councilwoman Moore informed everyone about the stolen crane or hoist at one of the pumping stations. Council President Kappatos stated the borough would only be receiving \$350 from our insurance company toward the purchase of new crane. Councilwoman Moore stated that the gates to these facilities are now locked. Beverly also reported that John Gunn would be handling the new fence installation. Councilwoman Moore also stated that signage would be posted on the gate at borough garage will be locked since residents are dumping in the garage's yard. Beverly hopes that this will discourage dumping at the site. Councilwoman Moore also reported that she is looking into cameras being installed on the property.

Councilwoman Passio reminded everyone about Youth, Mayor & Council beginning on Sunday, May 5<sup>th</sup>.

There being no further business to come before Mayor and Council at this time a motion was made by Passio and seconded by Kelly to adjourn the meeting. The motion carried and Mayor Kalvaitis declared the meeting adjourned at 7:00 PM.

Approved by:

  
\_\_\_\_\_  
Bertha Kalvaitis, Mayor

Attest:

  
\_\_\_\_\_  
Joyce Pinto, Borough Clerk