

Work Session Meeting
January 15, 2025

Meeting was called to order at 6:30 pm.

Those present were J. Granstrom, C. MacAdams, J. Clotworthy, P. McConnell, C. Houchins, S. Ostrom, J. Clotworthy The Solicitor was Eric Riso

Public Notice:

This meeting was advertised in accordance with the Open Public Meetings Act, and complies with all the laws therein.

PUBLIC PORTION: (Individuals must state their name and address for the record and respect the five-minute time limit while addressing the Governing Body)

Motion to open B. Darrow 2nd C. MacAdams
All in Favor: Carried

Debbie Ignaczewski 308 Haakon Road addressed council regarding ordinance on the agenda for parking near aprons and driveways

Motion to close C. MacAdams 2nd P. McConnell
All in Favor: Carried

ORDINANCES:

- Cola Ordinance- Administrator Giles discussed the Cola Ordinance
- Salary Ordinance – Administrator Giles discussed the Salary Ordinance and there was a lengthy discussion regarding the raises for the crossing guards. A motion was made by Council member Clotworthy to increase salary to 20.00 an hour. 2nd by Council member B. Darrow. Roll call vote was 6-0
- Water/sewer increase – Administrator Giles discussed the details of the water/sewer increase. Council member Clotworthy inquired about the reason for the increase. The question was addressed by Administrator Giles and Public works M. Ostrom. It was also suggested a letter be sent to residents regarding the increase and clarified that the public would have the opportunity to address council during the public portion of the meeting.
- Vehicles & Traffic: handicap parking – Administrator Giles stated there would be a new space added and the deletion of spaces as well.
- Parking near aprons & driveways – Administrator Giles stated there is no current ordinance regarding this ordinance. Council member Clotworthy stated he did not agree with the ordinance. Chief S. Ellis stated he did not think it was feasible. Public works M. Ostrom stated it would be a challenge for public works.

- Bond Ordinances – There will be no bond ordinances on the agenda but there may be future adjustments to some.

RESOLUTIONS:

- Authorization for Increase of Temporary 2025 Budget
- Approval to Pay Certain Bills Prior to Council Meetings
- Authorize Appointment of Class III Officer Anthony Hirst
- Authorizing Bingo and Raffle Licenses for Haddon Township High School PTA
- Authorizing Bingo and Raffle Licenses for Gloucester City/Brooklawn Rotary Club
- Authorizing Bingo and Raffles Licenses for Colette W. Bleistine Paying it Forward Foundation
- Authorization of Transfers Between Appropriations Reserves- N.J.S.A.: 4-59
- Authorizing Tax Assessor to File, Stipulate, Settle Both Regular and Added/Omitted Tax Appeals and Roll Back Complaints for the Borough of Brooklawn
- Shared Service Agreements
- Bond Release Resolution

Administrator Giles gave a brief summary of the resolutions that will be on the agenda and asked if there were any further questions. Council president asked if the shared services can be negotiated. Administrator Giles explained the process. Administrator Giles stated the Bond release resolution is for the Wawa project which was completed 4 years ago.

ITEMS OF DISCUSSION:

- Water Plant Update – Council member Clotworthy gave a detailed update on the water plant project including a pole barn to protect the system. Administrator Giles suggested that due to carbon timeline, that we go out for bid. After a lengthy discussion it was agreed to go out to bid.
- Rental of the community center – Council discussed the community center rental and establishing prices for the use of the center. Council member McConnell
- CCIA (HOME) – Administrator Giles discussed the Camden County Improvement Authority and how it would benefit Brooklawn. Council member Houchins discussed the affordable housing trust fund.
- Brooklawn Fire Company – Administrator Giles stated the Brooklawn Fire Company submitted a request to increase their budget by 20 to 25k and submitted a list of their expenses.
- Borough Homes – Council member C. Houchins discussed a separate housing attorney for Borough Homes. Christina recommended to council attorney firm Greenblatt & Lieberman. Mayor Granstrom expressed his concerns on the cost of the services. Administrator Giles clarified the cost of the previous Borough Solicitor. Administrator Giles stated an agreement can be put on the next agenda that would be voted on. Council member Houchins stated there is a need for new software to help manage maintenance, rent payments etc. and that the new software would help to save money. Council discussed Borough Homes rental increases. Council member Houchins gave details of the increases for units that would reset to current market costs when new

tenants move in. Christina suggested a form that Mayor or Council president as well as herself would sign off on prior to a new tenant moving in. Administrator Giles stated a resolution can go on the next agenda for

- Grants: (Local recreational grant) – Administrator Giles discussed submission of grant for pickleball court enhancements.
- RFP for Solicitor and Cyber – Administrator gave a timeline for the RFP regarding the decision of a new solicitor and cyber management
- Bowman & Company annual client budget seminar – Administrator Giles stated all council members are invited to their budget seminar which is beneficial on helping to understand the budget process.

EXECUTIVE SESSION: Redevelopment and Personnel (no action will be taken)

Motion: C. MacAdams 2nd C. Houchins

All in favor: Carried

Back to public session at 9:56 pm

ADJOURNMENT:

Motion: P. McConnell 2nd S. Ostrom

All in favor: Carried