

## CAUCUS MEETING MINUTES

December 5, 2023

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, Commissioner Lee, Commissioner Whitman are all in attendance.

Those additionally in attendance were Administrator David Taraschi, Solicitors Sal Siciliano and Jennifer McPeak, Borough Engineer Craig Reilly, Danielle Ingves, Municipal Clerk, Library Board President, Tom Tassi, Police Chief, Brian Conte, EMS, Pat Slemmer, Fire Chief, Kurt Bicking, OEM Director, Megan Giordano, Tax Collector, John Dymond, Tax Assessor

Commissioner Whitman made a motion to approve minutes from November 21, 2023 Commissioners' meeting, seconded by Commissioner Lee. All in favor-motioned carried.

**ORDINANCES FOR ACTION: N/A**

### RESOLUTIONS FOR ACTION:

**RESOLUTION 2023-164 AUTHORIZING THE RE-APPOINTMENT OF PATRICIA ROSSELL AS TRUSTEE OF THE AUDUBON FREE PUBLIC LIBRARY FOR A FIVE-YEAR TERM JANUARY 1, 2024 TO DECEMBER 31, 2028.** The foregoing resolution was approved by motion of Commissioner Lee, seconded by Commissioner Whitman. All in-favor motion passed.

**RESOLUTION 2023-165 AUTHORIZING THE RE-APPOINTMENT OF MARIA LARIO SCHUMAN AS TRUSTEE OF THE AUDUBON FREE PUBLIC LIBRARY FOR A FIVE-YEAR TERM JANUARY 1, 2024 TO DECEMBER 31, 2028.** The foregoing resolution was approved by motion of Commissioner Whitman, seconded by Commissioner Lee. All in-favor motion passed.

**RESOLUTION 2023-166 AUTHORIZING THE EXECUTION OF A CONTRACT BY AND BETWEEN THE BOROUGH OF AUDUBON AND THE GREATER PHILADELPHIA YMCA FOR A SUMMER PROGRAM FOR THE PERIOD JUNE 17, 2024 THROUGH AUGUST 30, 2024.** The foregoing was approved by motion of Commissioner Lee, seconded by Commissioner Whitman. All in-favor motion passed.

**RESOLUTION 2023-167 AUTHORIZING THE APPOINTMENT OF ROBERT CHABOT, INDEPENDENT ANIMAL CARE SERVICES LLC, AS ANIMAL CONTROL OFFICER FOR THE BOROUGH OF AUDUBON FOR 2024.** The foregoing motion was approved by motion by Commissioner Whitman, seconded by Commissioner Lee. Unanimous roll call vote.

**RESOLUTION 2023-168 AUTHORIZING THE SUBMISSION OF THE FY2024 AMERICAN RESCUE PLAN FIREFIGHTER GRANT APPLICATION.** The foregoing motion was approved by motion of Commissioner Lee, seconded by Commissioner Whitman. Unanimous roll call vote.

## **Department Reports:**

**Borough Administrator /DPW Superintendent** – Leaf collection concludes December 15, 2023. We need time to transition our equipment to winter mode. A lot of our vehicles do duplicate work. We have begun DPW negotiations as the contract is expiring at the end of this year. Commissioner Whitman and I have met with the group and are looking forward to a second session. Our Shared Service agreement with Haddon Heights Court is up at the end of the month. Commissioner Lee and I spoke, and we presented a renewal proposal to Haddon Heights Counsel, and they are going to get back to us. Happy to report that the paving has pretty much concluded with Public Service. There are several areas of concern, and we are creating a punch list. That was pretty hectic going there for awhile in November and we are glad we are on the other side now. Jack and I spoke about closing out the year and also the foresight into next year for budget planning for 2024.

**Police Chief** – Report attached. To follow up with what Dave T. said that everything has come together with the roads. There is still some construction going on so please be careful. It was brought up last time and let me repeat that we will not tolerate speeding. Please slow down.

**Chief Finance Officer** – Nothing to report.

**Fire Chief** – The fire department is working to close out the year. Reminder to the residents that they were called to a house with no working smoke detectors. Please check your smoke detectors. 56 calls for Audubon; 502 calls to date.

**Borough Clerk** – Nothing to Report.

**OEM** – Report submitted. Internet should be up and running in the OEM building by the end of the month. Still hoping to have CPR classes this winter. Happy Holidays to everyone and thank you for the support for my family through the last year.

**Tax Collector** – Report submitted. Tax Sale was last week. Only three properties were in for tax payments and the remainder were for sewer payments; both our municipal sewer and CCMUA, but mainly CCMUA. Thanks to Linda for having everything organized. Cleaning things up for the end of the year and getting ready for 2024.

**EMS** – Report submitted. 106 calls for Audubon. 246 calls for the month.

**Tax Assessor** - Nothing to report.

**Municipal Court Administrator** – Excused. Report attached.

**Construction Code/Zoning Report** - Report attached.

**Engineer** – Senior Center demolition is complete. They are hanging the drywall in a couple of days. Hoping to wrap that project up before the holidays. Municipal Aid Project, the resurfacing of East Pine, that is substantially complete. Only a couple few items remain like saw cut, sealing the joints and striping of the road and that should be wrapped up by the holidays. Mayor J. asked about the status of the park improvements for the rockers. C. Reilly discussed the PO status with Dave T., and they will follow up and report back to the Mayor on the status.

**Library** – The library had to cancel many programs for November and December due to the construction in the Senior Center. We hope to come back strong in January. There were a few programs that we moved to the FJW Rec & Com Center. Asked the engineers if they would be able to help the Library with a bidding process and they agreed to be connected with the director to assist.

**The Recreation Center** – A lot of dates are already booked for 2024 and there are some booked for 2025 as well. We passed the resolution tonight to approve the contract with the YMCA for a 2024 Summer Camp. They will be starting a week earlier in coordination with when school lets out. They were very happy with how things went last year, and they want to open registration as early as January.

November consisted of the elections, four private parties and one non-profit fundraiser. We have moved programs down there while construction is happening at the Senior Center such as Young at Heart and a few established library programs.

**Solicitor** – Nothing to report as all is quiet.

**Sustainable Audubon** – Nothing special to report this month. Their meetings are the first Wednesday of every month.

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

Being there was no one from the public and no discussion, Commissioner Whitman made a motion to close the meeting to the public; seconded by Commissioner Lee -All in favor; motion carried.

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

**Commissioner Whitman** – Great to see the rec center getting so much usage and the YMCA coming back is a great thing. Great job to Chief Slemmer and the fire department for a great job on the parade. Everyone please stay safe.

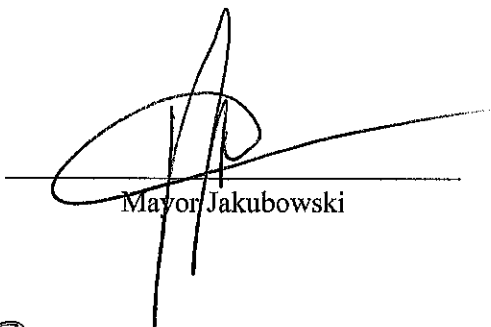
**Commissioner Lee** – Question for Dave or Chief Tassi, I have noticed on some stop intersections some white lines being painted in; will those white lines be painted on all stops or just where they were previously? D. Taraschi said that he believes they will just be placed where they were before and that they will use Google Earth to assist, but he will check with Public Service. Com. Lee has asked that we take a look at those four-way stops and that there should be some consideration for consistency and all four-way stops should have white lines. Thank you to Chief Slemmer and the fire department for the great parade.

**Mayor Jakubowski** – Leaf collection is coming to an end. Please get those leaves out to the curb. Also, would like to announce that RJ Callaway has been promoted to Assistant Superintendent of Audubon Public Works earlier this week. He was born and raised in Audubon, grew up on the back of the truck and now he is Assistant Superintendent of PW. He has his certification as Public Works Administrator, so we are very proud to have RJ moving up as we plan for the future. Please congratulate RJ if you see him.


One more meeting this month on December 19 at which time there will be a public hearing regarding our new sign ordinance.

Commissioner Lee made a motion to adjourn, seconded by Commissioner Whitman. All in favor; motion carried.


Meeting Adjourned at 5:19 P.M.



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Mayor Jakubowski

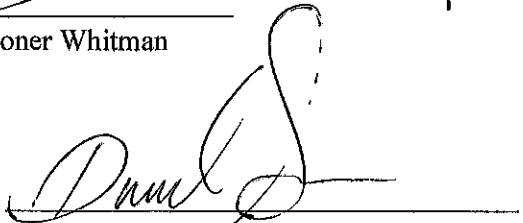


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Commissioner Whitman



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Commissioner Lee

ATTEST:



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Danielle Ingves, Municipal Clerk

DATE APPROVED : 12/19/2023