

BOROUGH OF HADDONFIELD

2008 Annual Report

Special points of interest:

- In December of 2007 we began using GovDeals, a State approved on-line auction service, to sell old equipment. During 2008 we have held 7 auctions and have received \$7,114 in miscellaneous revenue from the auctions.
- In April we authorized a lease agreement for the installation of GPS systems in the Public Works Vehicles.
- Purchased the back portion of three lots contiguous with the municipal parking lot behind Borough Hall.
- In April an interlocal agreement was signed with Cherry Hill Fire District 13 for a shared vehicle and equipment agreement.
- In May the Borough once again joined forces with other communities to participate in a Water Rate Case Intervention.
- Purchased a parking lot off of Styles Ave to expand public parking.
- Signed an interlocal service agreement with BOE for the painting portions of the library.
- In September reviewed options for COAH professionals, making a change in both planner and attorney.
- Haddonfield received the first \$25,000 grant award from the County for highest collection rate for recycling.

Year in Review

Commissioners—

On behalf of the Borough management and employees I would like to present a comprehensive review of the services that were provided this year.

It was a very busy and successful year. New programs were implemented and many existing programs were revamped. We continue to exam-

ine all of our services to see if there is a better more efficient way to provide them.

This has also been a busy year for capital improvements. Attention must be given to our aging infrastructure. Over the last couple of years we have begun to focus our attention on improvements that hopefully will allow us to begin to be proac-

tive rather than reactive.

We also took the opportunity in 2008 to look at many of our professional contracts. In some instances we were able to obtain savings, in others the occasion gave a fresh look providing new ideas.

I am proud of our staff and the work that they have accomplished.

Respectfully,

Sharon McCullough, Administrator

Dept. of Public Safety - Commissioner Edward F. Borden, Jr.

Fire & Ambulance

- 457 total fire emergency calls
- 37 active volunteer firefighters with 2 new members in 2008
- 1,010 ambulance calls

Our new compressed air foam system fire truck proved to be an asset to the department. There were 4 major fires in 2008 and each was put out quickly without

any significant damage. We were fortunate in 2008 and did not have any fires which resulted in a total loss of the structure.

We added 3 students to the explorer program, one reached the age to join the adult volunteer organization and 3 moved on to college.

The trucks traveled

down Kings Highway for many of the annual events and parades. In addition the trucks were used to celebrate the following occasions:

Boys & Girls Cross Country State Championships
Girls Track St Champions
Crew State Champions
Band State Champions
Olympic Parade-Erin Donahue

Police

The department responded to over 26,000 calls for service. This is over 71 assignments per 24 hours.

926 moving violations
4581 Parking violations
2160 from Patrol
2421 from PEO
1771 Car stops

348 Accident reports

690 Major Incident Reports

2307 School property checks

1747 Property/Area checks

Emergency Management

In May 2008 a new Emergency Management Coordinator was appointed.

Authorized the use of the National Incident Management System.

Municipal Court

There were approximately 46 sessions of court held in 2008.

5,744 tickets were processed through the court office.

Community Development	Zoning Board	Specific Violation	#	Description
<ul style="list-style-type: none"> 668 Permits issues 66 Permit updates 8 New houses 64 Additions 79 Certificates of Occupancy 634 Certificates of Approval 181 Sidewalk Permits 52 Fence Permits 208 Zoning Permits 	<ul style="list-style-type: none"> 44 Variances 22 Business Sign Applications 21 Outdoor Eating Facility Permits 15 Outdoor Merchandise Display 8 Outdoor Graphic Display Permits 	PMO	51	All property maintenance violations
		Unapproved Sign	20	All types of unapproved signs
		Sign Maintenance	2	Structural Problems
		Signs: Realtor, Contractor	18	Signs in curb strip/open house
		Business Banner	14	Banners in exterior of building
		Vehicle Storage	13	Junk Cars/parking on grass
		OEFP	12	Issues associated Outdoor Eating Facility
		Trash	8	All trash issues
		Storm water	7	All storm water issues
		Fence	5	No permit/maintenance
Planning Board <ul style="list-style-type: none"> 33 HPC applications 4 Subdivisions 1 Site Plan 	Property Maintenance In 2008 723 complaints were received. Of those 592 required some type of action including phone calls and site visits. 177 notices were sent based on the complaints resulting in most complaints being corrected with 4 summons being issued.	Zoning Violation	4	Miscellaneous
		Temporary Interior Ads	7	Signs inside business window
		OGMD	4	All issues associated with Outdoor Merchandise Displays
		Shed without Permit	3	Sheds
		Pool/fence	3	Fences around pools
		OGDP	2	All issues associated with outdoor Graphic Displays
		POD	1	Improper placement of POD
		Dumpster	1	Improper placement of dumpster

Dept. of Revenue & Finance - Commissioner Neal P. Rochford

Finance

The annual budget was \$13,839,792.61 \$8,537,973 of that budget was paid for by property taxes.

\$448,156 was received in grants.

\$118,401 was earned in interest.

The utility budget was \$3,110,900. \$2,559,000 of that budget was paid for by utility rents.

Tax Collection

The combined tax levy for the County, School & Local tax was \$52,598,837.70. Based on collections, allowable deductions and other adjustments, \$51,873,597.66 was collected which resulted in a collection rate of 98.62%.

On Nov 25 the annual tax sale was held. 28 properties were included in the sale. \$52,274.53 was sold in taxes, \$7,822.27 in water payments & \$6,907.49 in CCMUA charges. Only 3 properties were sold with a premium being paid rather than an interest rate assigned. Interest rates ranged from 6% to 18%.

\$552,927.56 in utility payments was owed from 2007. \$2,653,383.69 was bill in 2008. \$2,684,961.59 was collected resulting in a collection rate of 83.74%

Registrar

47 Marriage applications

5 Civil Unions

385 Certified copies

151 Death certificates

1 Birth certificate

Tax Assessor

We entered the final stages of the Reassessment process as we started the new year. Inspections and final assessments were completed the end of 2007. Notification letters were sent out. The residents were then given a chance to discuss their assessment. Throughout January the Tax Assessor and his team of inspectors for the Reassessment program held over 1,200 meetings with residents to review their assessment.

The final 2008 ratable base was \$2,261,891,796. The 2007 ratable base was \$1,038,939,742.

142 appeals were filed at the County level. All appeals were settled between the Tax Assessor and the homeowner prior to appearing before the Tax Court. There were four State appeals filed which were also settled prior to their hearing date.

Administration

144 Yard Sale Permits

40 Solicitation Permits

174 Smoke Detector Permits

296 Cat Licenses

595 Dog Licenses

Dept. of Public Works & Recreation - Commissioner Letitia G. Colombi

Public Works

Streets & Roads—

59 Traffic control signs replaced, repaired or relocated.

54 Street signs refurbished, replaced or relocated.

62.06 tons of hot and cold patch used to repair 185 potholes.

4100 tons of leaves were picked up in 8 sweeps through the town for Fall leaf pickup.

The entire town was swept three times with the street sweeper (January, May and Aug/Sept).

The downtown business district is blown and swept weekly beginning mid May through mid October.

Trash & Recycling—

4,600 tons (approximately) Trash

1803 tons Recycling (glass, paper, and cans only)

Buildings & Grounds—

All grass cutting at Borough buildings are now maintained by DPW without outside contracting. Additionally maintenance of tree wells and parking lot planters was also performed in-house.

Trees—

120 trees were removed by outside

vendors.

80 trees were planted by an outside vendor.

Services performed by the in-house tree crew:

62 root jobs

284 stumps ground

57 take downs

Trimming of trees was conducted at 212 Properties many of which included multiple trees per property.

Misc.—

159 Road Opening Permits reviewed and approved.

Recreation

Once again summer in cooperation with the school and other organization recreation programs were provided in the following areas:

Tot-lots—week day mornings at 3 locations

Art—week day mornings

3 Playgrounds for grades 1—5

Supervision at Crows Woods— grades 3-8

Softball League—grades 3-8

Theatre Group—grades 4—12

Sports clinics were also provided in Baseball, Field Hockey, Karate, Lacrosse, Soccer, Track and Field, and three levels of Tennis.

Adults were also offered opportunities in a Basketball League, the use of a Fitness Room and a Tennis Clinic.

Senior Citizen Center

Over the years our senior center has continued to grow. A wide variety of programs and events are now held at the Mabel Kay House for Haddonfield Seniors.

Programs include weekly card games, bridge, aerobics, line dancing, chair Tai-Chi, and art classes.

Each Friday afternoon a special program is held between 12:30 and 3:00.

In addition to the monthly activities several special dinners are held at outside locations to provide a chance for our seniors to get together with friends for the holidays.

Red Kimono Day was once again held. This year a presentation was given by Borough Historians Kathy Tassini and Doug Rauschenberger.

Water Department

Replaced 55 water services

Repaired 5 water main breaks

Replaced/repared 9 fire hydrants & valves

Pumped 347,409,000 gals. of potable water from Haddonfield sources.

Pumped 121,952,000 gals. of NJA water.

Injected 1,103.1 lbs of 100% chlorine gas into the finished water supply.

12 cy. Of iron sludge was removed from the water plant backwash tank.

Well meters & Plant total flow meter were calibrated or repaired/exchanged

Calibrated the Standpipe level transducer

Replaced 4 spread spectrum communications radios for the SCADA system.

Flow tested 212 fire hydrants

Sewer Department

Replaced/repared 17 sewer laterals

Repaired 1 sewer main

Rebuilt 4 trash pumps

Answered 384 sewer calls

Replaced/repared 4 storm inlets

Repaired 7 manholes

Replaced 6 pumping station alarms due to new cellular format.

Cleaned 1 wet well of grit and debris

Had electrical supply panel replaced at Grove St. Pump Station.

Answered or acknowledged 441 pumping station alarms.

Permanently repaired 88 utility st patch locations & concrete curb / sidewalk, etc.

Fulfilled 1,657 mark-out requests

Services with which Request for Proposals were received during 2008—

1. Borough Auditors
2. Communications Contract
3. Architectural Services related to the Haddonfield Public Library

Services & equipment bid in 2008—

1. Emergency Sewer Main Repairs
2. Emergency Water Main Repairs
3. Water & Sewer Lateral Work
4. Chipper Truck
5. Bucket Truck
6. Tree Removal
7. Painting of Borough Hall
8. Fire House Driveway Apron
9. Temporary Labor Services
10. Vacuum Leaf Collector
11. Pot Hole Machine
12. Video Inspect. Of Sewer

Important Ordinances or programs adopted in 2008

1. The extension of the Special Improvement District.
2. Creation of a tiered structure for Metered Parking Violations.
3. Adoption of a Form-Based Zoning Ordinance.
4. Adoption of a Tree Preservation Ordinance.
5. Amended the Open Space Element of the Master Plan.
6. Submitted an application for a Planning Incentive Land Acquisition Grant.
7. Re-petitioned the Council on Affordable Housing with an Amended Housing Element and Fair Share Plan based on new rules for the third round.

Grants Received in 2008:

- | | |
|---------------------------------|------------------------------|
| 1. Municipal Alliance \$ 13,226 | 4. Body Armor \$ 3,839 |
| 2. Recycling Tonnage \$ 5,837 | 5. County Recycling \$25,000 |
| 3. NJ DOT Grants \$400,000 | 6. Alcohol Education \$ 254 |

Review of 2008 Capital Projects

1. Improvements to the Crows Woods Parking Area—This project was awarded through use of the County Contract. Various parking lots were refurbished along with road improvements to the entryway. The cost of this project was approximately \$124,500.
2. Utility and road work on Colonial & Lake—Two contractors were hired to perform extensive work on Colonial Ave. and one block of Lake Street. This included a new water main, new water services, new sewer laterals, new curb, new driveway aprons, a significant amount of new sidewalks, handicapped ramps and finally a new paved roadway. The construction cost for this project was approximately \$707,500. The road contractor is required to return and correct a paving issue at the bottom of Colonial, turning on to Lake. We are also working to determine who will be responsible for the repaving of Lake Street after PSE&G opened many areas unexpectedly.
3. Mabel Kay Elevator—Levy Construction was hired to install an elevator at the Mabel Kay House Senior Center. Also included in the contract was a bathroom on the second floor, installation of a kitchenette and a storage area. The construction cost for this project was \$281,952.
4. Reconstruction of Chestnut Street—Prior to the reconstruction of the roadway a contractor was hired to install new sewer laterals and new water services. Once that was completed a contractor was hired for the reconstruction of the roadway which included new driveway aprons, a portion of new sidewalk, handicapped ramps and finally a newly paved roadway. The construction cost for this project was approximately \$367,500.
5. Utility and road work on Westminster Ave—Two contractors were hired to perform extensive work on Westminster Ave. This included a new sanitary sewer main, new sewer laterals, new manholes, replacement of ten old galvanized water services, installation of new stormwater piping and inlets, installation of a new sump pump collection system on portions of Westminster and Marquis, new curb, new driveway aprons, a portion of new sidewalk, handicapped ramps and finally a newly paved roadway. The construction costs for this project was approximately \$621,000
6. Utility work & Reconstruction of Kings Court—Two contractors were hired to revamp the Kings Court public space. The first contractor made improvements to the sanitary sewer lines and installed a new stormwater drainage system. The second contractor was responsible for the revamping of the actual hard surface of the Court. The contractor will return in the spring of 2009 to finish punch list items. The estimated cost for this project is \$670,450.
7. Water Meter Equipment and Installation—National Metering Service was hired to replace approximately 3,700 water meters located in town. They would install new radio read meters which would allow for easier reading of the system and would also provide more accurate reads. The estimated cost of this project is \$1,315,000.
8. Coles Mill/Grove Street Utility Work—We were successful in gaining approval for this plan from the CCMUA. They authorized the signing of a TWA permit which was approved by DEP. We are currently completing the final plans for their approval. We hope to construct in 2009
9. Redrill Well No. 1—Unexpectedly towards the end of 2008 we realized that Well #1 was inoperable. Layne Christensen Company was hired to redrill the existing well. The estimated cost of this project is \$138,650.