

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
SPECIAL MEETING-BUDGET MINUTES
March 11, 2021-7:00 P.M.

**☞PLEASE NOTE THIS IS A VIRTUAL MEETING
WITH REMOTE PUBLIC COMMENT☞**

CALL TO ORDER Council President Feeney

STATEMENT

Welcome to the Special Public Meeting of March 11, 2021 of the Township of Washington Township Council. Adequate notice of the meeting was given in accordance with the Open Public Meetings Act by the Township Clerk to at least two (2) newspapers on March 4, 2021, and this notice has been posted on the Township Bulletin Board and on the Township Web Site.

SALUTE TO FLAG Council President Feeney

ROLL CALL Via Conference Call

Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Let the record reflect also participating Township Administrator Tovo and Township Clerk Witkowski. On behalf of the Fire Department Chief Kevin Zitko and Director Bill Biliias. Absent was Mayor Calamari.

****TO PARTICIPATE IN THE GENERAL PUBLIC COMMENT PORTION OF THE MEETING, PLEASE CLICK ON THE LINK BELOW TO JOIN THE WEBINAR. YOU WILL BE ASKED TO STATE YOUR NAME AND ADDRESS FOR THE RECORD, AND WE ASK THAT ONLY ONE PERSON SPEAK AT A TIME, THERE IS A FIVE-MINUTE LIMIT PER CALLER. PLEASE NOTE THAT THIS IS PUBLIC COMMENT AND COMMENTS BY THE COUNCIL, MAYOR OR ADMINISTRATOR WILL BE AT THE END OF THE PUBLIC COMMENT SECTION. AT THE END, NO MORE CALLS WILL BE ACCEPTED****

GENERAL PUBLIC COMMENT (Limit to five (5) minutes)

A motion was made by Councilman Cascio, seconded by Council President Feeney, to open the Public Comment.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan,
Council President Feeney.

Nays: None.

Michael Ullman, 2 Clark Avenue - Mr. Ullman stated he saw the announcement that Buldo is changing their pricing, last year's budget contemplated Township provide garbage pick-up, would like to know if it is contemplated in this year's budget, if so, when will it start, if not, why was it removed between last year and this year. He stated the list of roads to be paved in this year's program included Hudson Avenue and the Town Hall parking lot. Given the contemplated work at the DMF building, heavy machine and use of the parking lot, is it prudent to include those streets in this year's program, we may be better off selecting other roads and having them done next year when all the work is completed. He stated on page 101 Fire Department Turn-Out gear, why was a \$8,400 Thermal Imager included in Turn-Out gear as opposed to other equipment, is that a mis-post or is it in the appropriate line item. Page 100, Clothing Allowance, there is a payroll line in the Clothing Allowance for \$4,375, seems out of place in that line, is there an explanation or is it a mis-post. The contract for the construction of the Emergency Services Building, does the contract that was awarded include the demolition of the existing firehouse once the new firehouse is complete, if so, does it include repaving or finishing up that site. Does the contract contemplate any movement of the Firemen's Monument, and is there anything in the contract regarding the old red house lot? Initially it was contemplated that the red house lot and Monument park would be reconfigured or would that be additional. He stated the Mayor mentioned donation of furniture for the fire house. He would like to know if the Chief contemplates the need to purchase additional furniture for the firehouse that are not included in the contract, wondering if the donations included bedroom furniture, beds, or if there is other equipment furniture that are contemplated that are not included in the award last year.

Christine Riedel, 302 Hickory Street – Mrs. Riedel asked if it is possible to revisit the individual contracts that we have for both Buldo and Waste Management for our collection. It is her understanding that these contracts were initially done giving the residents the option between once, twice a week, between Waste Management or Buldo, as an economic option, choosing what you need and spend. As per Buldo's letter, they have removed the once per week option, if someone wants once per week, they would have to switch to Waste Management, or stay with Buldo, pay twice a week, paying double that they have been paying. She asked is it worthwhile to look into sending it out to bid, go to Waste Management or Buldo, include this in our taxes, what would the price be, it may a be better amount per household rather than individually choosing who we want to go with instead of being forced into one plan. Westwood, as well as other towns do it, she would prefer this to be included in our taxes, something to look into, as well as a weekly recycling program.

A motion was made by Councilman DeSena, seconded by Councilwoman Morgan, to close the Public Comment.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan,
Council President Feeney.

Nays: None.

Comments:

Administrator Tovo stated we are aware of Hudson and the parking lot, NJDOT Grant was received, intend to get it done as quickly as possible, we know there are going to planning issues once the remediation is done, hoping we can show the DOT we planned on doing it, justifying the delay. He stated he doesn't have the contract for the firehouse, the monument is not included in the spec, but will check. Council President Feeney asked Administrator Tovo to get back to the Council on that, she will comment on that at the next meeting.

Council President Feeney asked Chief Zitko the donation of furniture that Mr. Ullman was referring to, would you be able to speak to that. Chief Zitko replied a bunch of meeting room/office furniture, file cabinets, desks, conference table were donated, nothing towards the bunkrooms, a lot of the furniture we have from this house will be moved as well, we look forward to whatever donations would be appropriate to outfit of the rooms, there will be some costs involved, but we are looking to get as much as we can donated. Council President Feeney stated just to confirm, the monument, which is not included, does that need to be moved or remediated? Chief Zitko replied to the best of his knowledge it is being moved approximately ten feet alongside of the parking lot, when the new building construction was starting, we moved the pre-existing retaining wall that was falling, those blocks were moved to the side and we are going to use them, to the best of our ability to reconstruct with the new property line the monument as necessary, there should not be any cost to the Township on that.

Administrator Tovo stated regarding garbage, we are contemplating doing just that, going out to bid.

Council President Feeney stated she does agree with Mrs. Riedel, she did ask the Township Clerk Witkowski to reach out to Buldo to confirm the once per day was cancelled, it is a shame, it is good thing they are getting rid of the bags, but some residents do not need twice a week, bills will double. She also agrees that recycling should be once per week, since everyone is home, there are more bottles, containers.

Councilman Morgan stated she also agrees with Mrs. Reidel, we should revisit the Township absorbing the garbage pick-up, recycling once a week is not a bad idea, there may be a cost, it should be looked into.

Councilman Cascio stated more trucks, garbage and recycling do eat up the roads in the Township, looking at the current waste disposal, four trucks come down each block every week, adding weekly recycling will increase the trucks, it does wear the roads down, that is the only issue that he has, it can be mitigated if we go out to bid.

Councilman DeSena stated the firehouse contract did include the knock-down of the old existing firehouse, replacing it with pavement, Monument Park was not to be moved as per Administrator Tovo. A lot of the equipment and material needed to outfit the building was supposed to be from surplus, that surplus has been used due to the retaining wall in the back, it will make it difficult to outfit it under the budgetary money we have. The budget doesn't include \$400,000 amount, like last year's budget did, to do garbage pick-up, we don't have the funding source for 2021 in this budget right now. He did reach out to Mr. Poller this morning regarding the Buldo rate increase, he thought the Council may have a say in it, since it was adopted by the Council that the residents either use Buldo or Waste Management, the response received from Mr. Poller was *"I don't believe that the Township has a contract with Buldo or any other solid waste collector, our waste collection system is based on a direct contract between a homeowner or other waste generator and the solid waste collector, as a result there is no contract or change for the Council to approve or consider, there is a requirement in our Code that the waste collector must have a system where waste is collected in sealed plastic bags, but they can be any plastic bags. As I recall the discussion at the time, residents did not want garbage thrown loose into garbage containers but that some form of plastic bag must be used."* Councilman DeSena stated this has been forwarded to Council, residents have been calling him, but we don't have a say in Buldo's rates or increases, the only thing we could hold them to is the plastic bags, which he has had a problem with, he doesn't have an objection to getting rid of the plastic bags.

DISCUSSION

2021 Budget-Fire Department

Page 35

Fire Department – Director
1-01-25-265-110

REC \$1,250	NO CHANGE	BUDGET \$1,250
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Council agrees.

Fire Department – Office Supplies
1-01-25-265-210

Chief Zitko stated the ink is \$150 for the color printers, expecting this to be spent.

Fire Department – Office Supplies
1-01-25-265-120

REC \$500	NO CHANGE	BUDGET \$500
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Council agrees.

Fire Department – Subscriptions & Books
1-01-25-265-240

REC \$100	NO CHANGE	BUDGET \$100
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Council agrees.

Fire Department – Dues, Meetings & Conferences
1-01-25-265-250

Chief Zitko stated the department has Pascack Valley dues, cover three different sections, two of which were appropriated to a different line-item last year, they should have all been in one, that should cover and wipe out that budget every year.

Fire Department – Dues, Meetings & Conferences
1-01-25-265-250

REC \$1,000	NO CHANGE	BUDGET \$1,000
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Council agrees.

Fire Department – Office Equipment Maintenance
1-01-25-265-270

REC \$250	NO CHANGE	BUDGET \$250
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Council agrees.

Fire Department – Office Furniture & Equipment
1-01-25-265-300

Chief Zitko stated with the pending movement within the end of this year, or next, we are probably going to need a little bit extra for miscellaneous office stuff.

REC \$2,000	NO CHANGE	BUDGET \$2,000
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Council agrees.

Fire Department – Radio Expense
1-01-25-265-360

Chief Zitko stated this is for radios and pagers, last year it was all used for radio upgrades, most of it this year will be used towards pager upgrades, each is approximately \$600. Councilwoman Morgan stated on page 37, it looks like it was historically a lot less. Chief Zitko stated traditionally we are at \$5,000 on radios and \$5,000 on pagers, last year we were in need of radios, not pagers,

this year will be the opposite because we didn't do them last year. Google ban radios, the audit trail, are for the Chief's vehicle they have a radio in the front and the rear of the vehicle as command center.

REC \$10,000	NO CHANGE	BUDGET \$10,000
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Council agrees.

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Fire Department – Dispatch Services

1-01-25-265-365

REC \$2,200	NO CHANGE	BUDGET \$2,200
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Council agrees.

Fire Department – Training

1-01-25-265-370

Chief Zitko stated addition training will be done this year.

Fire Department – Training

1-01-25-265-370

REC \$1,000	NO CHANGE	BUDGET \$1,000
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Council agrees.

Fire Department – Uniform Safety Equipment

1-01-25-265-400

Chief Zitko stated turn out is not included, it is on page 37, every firefighter that becomes a member is issued one full uniform, with the safety equipment aspect over it.

Fire Department – Uniform Safety Equipment

1-01-25-265-400

REC \$12,000	NO CHANGE	BUDGET \$12,000
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Council agrees.

Fire Department – Oxygen and Fire Extinguishers

1-01-25-265-410

Chief Zitko stated with the new trucks coming, we needed to purchase a few extra extinguishers.

Fire Department – Oxygen and Fire Extinguishers

1-01-25-265-410

REC \$1,000	NO CHANGE	BUDGET \$1,000
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Council agrees.

*Fire Department – Building Maintenance & Supplies
1-01-25-265-450

Chief Zitko stated with the new building coming, we will probably not spend the \$6,000, however, maintenance, generator, ongoing janitorial supplies will be needed, we still need to keep it up for proper operation. Councilman DeSena stated a lot that was billed towards that line item was not for building maintenance. Council President Feeney asked would the Chief be okay in removing \$1,000? Chief Zitko replied he is okay with that. Councilwoman Morgan asked why other things are billed? Chief Zitko stated the items were shovels, brooms for maintenance of the building, which will carry over to the new building as well. *Council President Feeney as per her notes from last year, it was requested that the two-line items be combined (1-01-25-265-410/1-01-25-265-450) to read “Fire Department – Building Maintenance & Supplies” she asks administration to please combine those going forward.

A motion was made by Councilman Cascio, seconded by Councilwoman Feeney, on Fire Department-Building Maintenance Supplies.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

*Fire Department – Building Maintenance & Supplies
1-01-25-265-450

REC \$6,000	DECREASE \$1,000	BUDGET \$5,000
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Fire Department – Equipment Purchases
1-10-25-265-490

REC \$5,000	NO CHANGE	BUDGET \$5,000
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Council agrees.

Councilman DeSena stated in going through his budget notes from last year, it seems like not one heading has been changed from last year from the 2020 edits to 2021, was a work order not put in? Administrator Tovo replied some changes were made, sometimes it doesn't always change from the Excel sheet to the Edmunds sheet, he will have the CFO correct them, the changes aren't always caught.

Fire Department – Miscellaneous
1-01-25-265-500

Chief Zitko stated he is recommending a decrease of \$500, between the new firehouse and the new trucks, there may be some miscellaneous.

A motion was made by Councilman Cascio, seconded by Councilwoman Feeney, on Fire Department-Miscellaneous.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

Fire Department – Miscellaneous

1-01-25-265-500

REC \$2,500	DECREASE \$500	BUDGET \$2,000
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Fire Department – Inspection and Chief’s Dinner

1-01-25-265-560

Chief Zitko stated in lieu of COVID, the Chief’s dinner was not held, as well as the Installation Dinner, he will recommend this year that be lowered to \$5,000. The amount was put in initially not knowing if we would hold the dinners, it was paid last year. As it was not held, that extra funds are not needed in the budget for this coming year. Last year’s dinner was prior to COVID, traditionally it is held the end of January, this would have been for January, 2021, it is budgeted a year ahead. Director Bilius stated it is paid by the Fire Department, we get reimbursed from the Township.

A motion was made by Councilman Cascio, seconded by Councilman DeSena, on Fire Department – Inspection and Chief’s Dinner.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

Fire Department – Inspection and Chief’s Dinner

1-01-25-265-560

REC \$15,000	DECREASE \$10,000	BUDGET \$5,000
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Page 37

Fire Department – Hardware & Parts

1-01-25-265-620

REC \$1,500	NO CHANGE	BUDGET \$1,500
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Council agrees.

Fire Department – Clothing Allowance

1-01-25-266-000

Chief Zitko stated every few years an increase is put in, this year he requested \$50 per member. The line item is budgeted with every member making their full credits and percentages, a few every year do not make it, typically we do not spend the whole line item. Currently we have a few new members, but they are not currently eligible for the clothing allowance, we are planning 18 this year, 50 members at this point, but it does go up and down.

Fire Department – Clothing Allowance

1-01-25-266-000

REC \$47,500	NO CHANGE	BUDGET \$47,500
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Council agrees.

Fire – Preventative Maintenance – Trucks

1-01-25-267-000

Chief Zitko stated many of last year’s expenses were charged to the repair lines, because the trucks received their preventative maintenance while we were making up lost time on many of the repairs.

Fire – Preventative Maintenance – Trucks

1-01-25-267-000

REC \$10,000	NO CHANGE	BUDGET \$10,000
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Council agrees.

*Fire – Hose Testing

1-01-25-267-001

Councilman DeSena asked will more need to be done once the new ladder truck and the other new truck arrive? Chief Zitko replied he doesn’t think more needs to be done, he does suggest Fire Hose, Fire Pump and Fire Ladder testing all be combined into one line item. Typically, they all have the same vendor, there is no line item for pump testing, it always comes out from a line where there is money. If combined all into one, it can be \$5,500 and be covered, wiping out the line item for “Ladder Testing” and “Hose Testing.” *Council President Feeney requested that the above line item be changed to “Fire – Hose, Pump & Ladder Testing” eliminating (page 38) Fire – Ladder Testing 01-01-25-268-002 for \$2,500.

A motion was made by Councilwoman Morgan, seconded by Councilman DeSena, on Fire – Hose, Ladder, Pump Testing.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

*Fire – Hose, Ladder, Pump Testing

1-01-25-267-001

REC \$2,500	INCREASE \$3,000	BUDGET \$5,500
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*NOTE: Combination of Fire – Ladder Testing 01-01-25-268-002 for \$2,500.

Fire Department – Turnout gear

1-25-267-003

REC \$25,000	NO CHANGE	BUDGET \$25,000
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Fire – Scott Pak Compliance

1-01-25-268-000

Councilman DeSena asked a few years ago there was a huge expenditure on the Scott Paks, are they are new now? is there a replacement program in place? Chief Zitko stated that was for the Scott Bottles, but not all of them, we do have a grant request with the Grant Writer for Scott Paks, hopefully we will get it. We are looking to replace 27 packs, it was let go so much in the past, it got lumped into one. He is looking to come up with a 5-year plan, replacing 25% each year, rather than all at once, the longer we wait the more detrimental it becomes, then they have to be replaced, if we start to purchase 10 this year under Capital, then 5 per year moving forward, that would be something that would work. We have 27-28, the new truck is going to have more seats, close to 30, phase in 10 in the each of the next four years, that would be on a good track, same thing would need to be done with bottles, when you purchase Pak's you also have to purchase bottles.

Administrator Tovo stated we would like to see the results of the grant. Chief Zitko stated yes, but we don't want to kick the can down the street, this is the most vital piece of equipment we carry. Councilman DeSena stated he doesn't want to have the same situation, where they all expire at the same time, we should be replacing these, the department should have the best equipment, he would like to see a plan in place. Chief Zitko stated we can plan for a purchase at the end of the year, by then we should have an answer regarding the grant, then we can just take it out of the Capital plan since we have an answer, if we purchase them around December, we should be okay.

Fire Department – Scott Pak Compliance

1-25-268-000

REC \$2,000	NO CHANGE	BUDGET \$2,000
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*Fire – Ladder Testing

1-01-25-268-002

REC \$2,500	DECREASE \$2,500	BUDGET 0
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*Merge with: Fire – Hose, Ladder, Pump Testing
1-01-25-267-001

Fire Hydrant Service
1-01-25-270-000

Chief Zitko this is contractual with SUEZ. Councilman DeSena requested Administration contact SUEZ regarding when they will be replacing the older fire hydrants in the Township, as well as exercising the hydrants.

Fire Hydrant Service
1-01-25-270-000

REC \$150,000	NO CHANGE	BUDGET \$150,000
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Council agrees.

Fire Department – Physicals
1-01-25-271-000

Chief Zitko stated it is based on who joins, every new member gets a physical.

REC \$1,500	NO CHANGE	BUDGET \$1,500
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Council agrees.

Length of Service Award Program (LOSAP)
1-01-25-272-000

Township Clerk Witkowski stated the LOSAP Resolution, with the list attached will be presented at the next Council Meeting, March 15th. Chief Zitko stated the \$95,000 was already approved for last year.

A motion was made by Councilman Cascio, seconded by Councilman DeSena, on Length of Service Award Program (LOSAP).

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

Length of Service Award Program (LOSAP)
1-01-25-272-000

REC \$95,000	NO CHANGE	BUDGET \$95,000
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Administrator Tovo stated he has not received a Capital request from the Fire Department. Chief Zitko stated he never received a request; he will work on it and submit it within a day or two.

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Fire Vehicles - Tires
1-01-26-315-002

REC \$3,000	NO CHANGE	BUDGET \$3,000
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Council agrees.

Page 47

Fire Vehicles O/S Equipment & Repairs
1-01-26-315-005

REC \$25,000	NO CHANGE	BUDGET \$25,000
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Council agrees.

A motion was made by Councilman DeSena, seconded by Councilman Cascio to adjourn.

Ayes: Councilmen Cascio, DeSena, Councilwoman Morgan, Council President Feeney.

Nays: None.

Time noted: 8:07 p.m.

/s/ Susan Witkowski
Township Clerk

/s/ Stacey Feeney
Council President

Approved: April 5, 2021