

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY

REGULAR MEETING MINUTES

April 3, 2017

The Regular Meeting of the Township Council of the Township of Washington was held at 7:30 p.m. in the Council Meeting Room of the Municipal Complex, 350 Pascack Road, Township of Washington, New Jersey.

Council President Robert Bruno called the meeting at 7:36 p.m. by reading the following statement

OPEN PUBLIC MEETING STATEMENT

The regularly scheduled Public Meeting of April 3, 2017 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 in January and this notice has been posted on the Township Bulletin Board and on the Township Web Site.

Please notify the Municipal Clerk for any disability requirements necessary for attendance at Mayor and Council meetings. The fire exits are located through the double doors to your right and through the door on your left. Please silence all cell phones

ROLL CALL

Council Members Peter Calamari, Steve Cascio, Thomas Sears, Michael Ullman and Council President Robert Bruno. Also present: Janet Sobkowicz, Mayor; Mary Anne Groh, Administrator and Susan Witkowski, Township Clerk. Lou Lamatina, Esq. was in attendance for Attorney Poller who was absent.

The Clerk read the totals of the list of bills:

TOTAL	2016 Reserve	\$179,649.87
TOTAL	2017 Current	\$2,401,137.69
TOTAL	Capital Fund	\$7,497.00
TOTAL	Animal Control	\$664.80
TOTAL	Trust Fund	\$9,817.12

APPROVAL OF MINUTES

A motion was made by Councilman Cascio, seconded by Councilman Calamari to approve the following minutes:

January 3, 2017 Sine Die Meeting
January 3, 2017 Re-Organization Meeting
January 3, 2017 Conference Minutes

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.
Nays: None.

Mayor's Report, April 3, 2017

ROAD DEPARTMENT

As of April 1, 2017 Bill Lawlor is the Acting Superintendent of the Road Department. He has done an admirable job in the last few months as foreman and I congratulate him. He is taking classes necessary to get the certification. The debris flyer indicated that weekly grass and garden debris pick up started today, and once a month household debris pick up began this week also. On March 14, we had a 12 inch storm and crews responded very early in the morning to salt and plow the roads, with the remainder of the week for clean-up. Even though there were some complaints, even two or three days ago we

were still getting compliments from people who recognized the difficulty of the storm and how well it was managed. On March 20, the crew used a shared service sewer jet to flush sewer lines as needed. Pot holes have also been filled, but a larger town wide effort is scheduled for April when the weather gets warmer. The next white goods collection is scheduled for April 19, however you do have to call and make an appointment. On March 29, another crew used the shared service catch basin vehicle to clean out leaves, dirt and roots. Any damage was recorded so they can schedule repairs. The cleaning also served as training for some of our two newer employees who are not experienced with that machine. Also signs were installed on Colonial Boulevard, fencing was repaired on Memorial Field and our AED's are now checked every month. The next street sweeping will be the week of April 10, weather permitting of course. Also the department requested a new mason dump truck in their Capital Budget, and possibly thinking about a second one.

PIN WHEELS FOR APRIL

Tomorrow, April 4 you will see members of the Contemporary Women's Club planting about 100 pin wheels in front of Town Hall for April, which is Child Abuse Prevention Month. Blue bulbs have been installed in our outdoor lights to highlight the theme. Our Township Scouting Program is going great, Pack 228 held its Blue and Gold Banquet on March 26; it included a Mad Science Show, awards for winners, rank advancements, Arrow of Light, and Webelos Bridging. I was very impressed with the adult leaders who volunteer and put so much time into the scouting. Also we have another Eagle Scout coming up, Ethan O'Malley. Girl Scout Troop 5564 is in the second phase of their Bronze Award Project, which is by the bridge over Cleveland to Woodfield. It will be a nice Earth Day Celebration and I thank all of you who donated gently used books to Girl Scout Troop 5192 Literacy Project. The Scouting Program is doing really very well.

EMPLOYMENT

The Council approved the hiring of a CFO/Tax Collector last week; this will be done this evening. It should help with the workload as well as the expertise in the Tax Office. We are still looking for a seasonal worker for the Road Department, I have it out on the E-Sign, hopefully somebody will come in and apply. In addition, Administrator Mary Anne Groh and I interviewed for several other positions, Planning and Zoning Secretary, Court Clerk and Payroll.

MARCH MADNESS

I attended the March Madness basketball game when the dads from Washington School played the dads from George School, the George School dads won the game.

GOLDEN SENIORS

It is great that the Golden Seniors have a very active schedule. Recently, 25 members stayed after their regular meeting to join the Paint Brush Studio Project, where they learned how to paint and they did an excellent job, they really liked it. They went on several trips, raised money for two scholarships for Seniors at the High School, and continued to collect food for Hillsdale Food Pantry.

MUNICIPAL ALLIANCE/LIBRARY

We were notified since we have been doing so much with Municipal Alliance lately they offered us the WISE Program for free, Wellness Initiative for Senior Education. It will run six consecutive weeks at the library, from May 3 to June 7 on Wednesday, from 10:00 a.m. to 12:00 p.m. As for the library, Mrs. Rifkin reported that our Saint Patrick's Day Celebration was a big hit and Maker's Day on March 25 was also very fulfilling. A screening of the Play Act 1 will be held on Saturday, April 29 at 2:00 p.m. Laura Rifkin, who is the Library Director and Municipal Alliance Director, does an excellent job.

SHREDDING AND E-RECYCLING

We had shredding and e-recycling on Saturday, March 18. It was not as busy as the one in October, but went very well. In our curbside program, you recycled 97 tons this March, as opposed to 91 tons last March. Now we are getting \$100 a ton for paper, and \$4.19 for comingle, and we are all aware that prices have really softened for comingle.

SAVE THE DATE

I left a flyer on the table for a program that the County Municipal Alliance Borough of Westwood and the Township of Washington are sponsoring. It is an interactive awareness program called "Hidden in Plain Sight." It is designed for parents, caretakers, educators and community members. It will be Tuesday, April 25 from 7:00 p.m. – 9:30 p.m. at the High School. You have to be over 18 to attend. There will be a dynamic presentation by Tim Shoemaker; there will be resource tables, give-a-ways and more. Doors open at 6:30 p.m. Please attend if you are interested.

WASTE MANAGEMENT PERMIT RENEWAL

The DEP hearing is set for April 27 at Pascack Valley High School at 7:00 p.m. Please plan to attend if you can to help our cause to deny the permit. There are 12 non-operational transfer stations in New Jersey that have permits. Basically it is because the dynamics of the industry that this over capacity exists.

UPDATE

Hillsdale hired a Traffic Specialist and another consultant who is looking into the history of the permit. Also Senator Cardinale is helping us and he wrote a letter to the lieutenant governor indicating that the permit should be denied.

NEW JERSEY TREE RECOVERY CAMPAIGN

The Township again signed up to be a part of the tree recovery campaign to plant lost trees from Hurricane Sandy. The DMF will be picking up the trees on April 21 in Paramus and you can pick them up at the yard on April 22 and April 29.

MAYORS WELLNESS PROGRAM HEALTHY STEPS

The healthy steps walking group started up again on April 1, and will go for 8 weeks. Anyone interested, please join the group, you can sign up at the library.

POLICE DEPARTMENT

The Police Department, Mayor and Council have been dealing with a parking situation where students are parking on various streets near the high school due to lack of parking at the high school. Colonial Boulevard is now a two hour parking zone up to Lincoln Avenue. It is not a surprise that students are now parking on Beech Street, South Chestnut and other areas. One option out there is the possibility of parking at the Church; however this depends on the type of agreement that would work. I thank Chief Hooper for all of the work he has done to investigate INFOCOP, E-Ticket, it is a much more efficient way to give tickets because each ticket is printed on the spot, less time is spent on the side of the road and less time at the office trying to decipher the code. It costs approximately \$15,200 for a five year contract; each of the six units that we are getting has a software license subscription, ticket paper, support and maintenance. We have it our Capital Budget for this year, the Council put it in. We had one injury during the storm, a Police Officer slipped and fell, was injured but back to work in a few days. This month, from January until now, the Police Department answered 1972 calls since January, 740 of them were in March.

BUDGET

We are just about at the end of our budget process. Our Administrator was just upstairs doing some last minute tweaking. As I said last month everyone worked very hard to craft a budget that meets the needs of the community.

Administrator Groh was able to keep up with our questions as well as do the research needed to finalize things. The same can be said for Clerk Witkowski, even when you think an item is done, new information comes in or why we need more than we put in the initial budget or major items needed on a large vehicle. Examples include Road Program; we added \$100,000 to include more roads, Fair Share Housing, a leaf pusher and some positions. Also this year we will be able to reduce the municipal portion of the taxes as we have in the last several years.

FUNDRAISER

There is a Beefsteak Dinner planned for 4 year old Alex Hammer who has cancer. The fundraiser is to help the family with the mounting medical bills. You can attend or donate any time you want, but the event is on April 30, from 2:00 p.m. – 6:00 p.m. at the Assumption Church in Emerson. It is \$50.00 for adults and \$25.00 for children. It is on the E-Sign where you can send your check.

MEMORIAL DAY PARADE

Dina Burke, our Public Affairs Director, held our first parade meeting, and our Grand Marshall is Steve Kohlreiter, Veteran and VFW member who has been organizing the event for many years. If you or your organization would like to participate, please call Bernadette at Town Hall.

PROSPECT AVENUE SEWER

Councilmen Cascio, Calamari and I met with residents from Prospect Avenue in reference to the blocked sewer situation. The Engineer was there to discuss the information from the file, as well as recent camera operation and our next steps. Today the engineer's office was in touch with me trying to locate the rodding expert.

FIRE DEPARTMENT

The department will hold its Annual Easter Hunt on Saturday, April 22 at 10:00 a.m. on Memorial Field. The Annual Pancake Breakfast will be April 30, Sunday, 8:00 a.m. to 1:00 p.m. Please support the department and their efforts to provide community activities. The Chief noted to me that several members of the department have been fixing things at the fire house in their line of work, such as the mechanic, Jimmy Stewart doing some extra things around there and electrician Joe Camporale, who did some electrical work to save money for the town. Also, based on JIF training, members of the department viewed a film on harassment, and 90% of the members were there. The firemen have answered 50 calls since January, 27 of them being in March.

AMBULANCE CORPS

The corps answered 123 calls to service this year. It is kind of ironic, they had 41 in March, 41 in February and 41 January. Please consider becoming a member, it is a lot of work, but you would be performing a great service.

NATURE TRAIL

There are grants out there for nature trails. Hillsdale Mayor Doug Frank and I asked Engineer Statile to submit grant paperwork for a nature trail connecting Hillsdale and Washington Township. It will start from Birch Street, between Fern and Beech and end in Hillsdale. It is about 1600 feet and heavily wooded. Once it is clear, it would nice for our residents and would also be a nice project for our scouting teams to get involved in.

REPORT OF COUNCIL

Councilman Cascio thanked the Council, Mayor and Administrator for the many hours they put in on the budget. It is draining sometimes, early Saturdays and late nights, to help the residents keep money in their pockets and help provide essential services. He stated we don't agree on everything, but we come to consensus on many things, and that is to keep our taxes as low

as possible. There are many items in the capital budget, such as the DMF building and land acquisition, that we can afford to spend money on, and not tax the residents. Hopefully we can get started on the intersection, more parks for our residents and maybe also a dog park, he thanked everyone for their help, it went well this year.

Councilman Sears stated there are 3 trees left out of the 14 that people have already purchased. He will be attending a meeting next week with the landscaper in person to go over the field, and plan this out. If anyone would like to contribute, you can look it up on the website or go to the library. Councilman Calamari and I had a meeting with the Ambulance Corp over an emergency rehab trailer, and we also met with one of the contacts that we met in Atlantic City. We mapped out what we are looking for, the size and the shape, once the ambulance corps decides what they want inside of the trailer, and then we will go forward with a fundraiser, along with looking at some grants. Council worked hard on this budget, and he really thinks we will deliver good things to this town.

Councilman Calamari stated that everyone before him has gone into great detail as to what he was going to speak about. The budget went very well this year and Council looks forward to doing a lot of things to better the town.

Councilman Ullman stated during the budget session, he had made a comment about the Township's relationship with the school district and a concern about the citizens being double charged. He did have a chance to speak with some individuals associated with the Recreation Program as well as the Principal at the High School; it does appear that we are not being double charged. The only time that the town is assessed a fee is if there is not a regularly scheduled item or event at one of the schools, so that was good to understand/receive clarity on. He did have a brief conversation with the principal about parking at the High School. The issue will probably continue and we will have to put some thought on a solution. In his discussion, the school has 137 spaces available for students, they have 182 seniors and 239 juniors, so this issue will not go away this year and it will be more problematic next year, it does need to be looked at and see if we can partner with the school to come up with a solution for our residential streets. The Principal did speak about his discussion with the Church, and the conversation will continue. The Mayor's suggestion about removing a fence and gaining access cannot be done, since the High School is planning on building a concession stand at that location. The problem is down to Beech Street, and if we do not work on a solution this will continue to confront us.

Council President Bruno thanked everyone that worked on this budget process. This was his 2nd year and we are delivering a very sound financial plan. Throughout the year he will like to track the budget. There are capital items that were spoken about, that are sorely needed. Once things are settled and everything is finalized, he would like to have an agenda at every Council meeting so items can be tracked and there can be an action plan and action list.

GENERAL PUBLIC DISCUSSION

A motion was made by Councilman Cascio, seconded by Councilman Sears to open the general public discussion.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Agnes Smith, 646 Valley Court - Mrs. Smith commented on the budget meetings on Thursday and Saturday. She spoke of the situation of Exit 171 going on for the past 37 years, and the development that will be coming to Woodcliff Lake. She spoke of the Pascack Valley area and the privilege that has been giving to one community. She spoke of reading an article by a NJ Transit attorney stating that the congestion at Exit 168 being caused by Exit 171. She spoke of going to Court with various witnesses and winning this case since the Township is paying the price for this. She stated a meeting should be held to see what can be done and go to Court. She spoke of past grants and the

Treasurer being at the budget meetings. Council President Bruno stated he will follow up with the attorney to see what can be done regardless of the expense; he does feel we have to push the envelope.

Mary Ann Ozment, 960 Adams Place – Mrs. Ozment agrees with Mrs. Smith of going to Court regarding Exit 171. She spoke of the position of Treasurer in various towns and back in the 1980's the State of New Jersey requiring the position of Chief Financial Officer (CFO) along with the position of Township Clerk be certified. She spoke at length of why the Township should have a Treasurer. A conversation followed on who was hired as Tax Collector/CFO, the hours she is to work in the office and her salary, along with the positions. Administrator Groh stated it is 3 hours per week, with remote access and Ms. Morrone also did attend two budget meetings. Mrs. Ozment feels it is a disservice to the residents not to have the position of Treasurer filled and the 3 hours is a small amount of time for her to be in the office. Councilman Cascio stated the Charter does require a Treasurer and he did point that out at the last budget meeting. Council President Bruno stated there is a need for a finance person, and he feels that the roles are interchangeable. Administrator Groh stated the Ordinance had not been updated when the State adopted the Statute requiring a CFO. The position of CFO typically does roll out of the role of Treasurer. Administrator Groh stated Ms. Morrone will perform all of the functions under the Township Ordinance as per the Treasurer in her role as CFO. Ms. Morrone knows what is expected of her to fulfill that role.

David Snyder, 91 Windsor Circle – Mr. Snyder spoke of the importance of having roles within the Township filled by personnel. He spoke of Exit 168, which he feels is getting worse by the day and the back-up he observes in both directions. He feels legal action is necessary and money needs to be spent in legal action. He spoke of the new developments going on in the surrounding towns, along with affordable housing. He spoke of the car traffic that will be coming as a result. He spoke of the importance of beautification in the Township with new welcoming signs, and flashing solar stop signs in various crosswalks. A conversation followed on 609 Pascack Road, Bergen County (YJCC) which he will further discuss with Mayor Sobkowicz. Council President Bruno stated he agrees with Mr. Snyder about the flashing solar stop signs and has reached out to Captain Hackbarth. Captain Hackbarth will be attending the May 8, 2017 Council meeting to discuss various traffic issues within the Township.

George Reeves, 266 Wilson Avenue – Mr. Reeves thanked the Council, Mayor and Administrator for their efforts and time spent on the budget this year and the transparency by putting the meetings online and television to watch. He spoke of the importance of hiring a planner to look at the Township as a whole, every piece of property and figure out what needs to go where. He stated the fire trucks need to be fixed quickly, mutual aid is great, but it does delay response time. He suggested removing the gates from Clark Field so the dogs cannot stay in the park.

William Ferrara, 2556 Cleveland Avenue – Mr. Ferrara asked for an explanation of two amended resolutions which were added. Administrator Groh this was done as a result of the budget meeting on Saturday, and as per Faulkner, there needs to be a resolution summarizing all the increases to the current fund appropriations and all of the decreases. She stated one of the lines in the decreasing of the budget, revenues, those number have changed due to the realization of some grants that were not properly accounted for. He passed around an article about Cherry Trees and he spoke of where he feels the plantings should be done at Clark Field, which he feels should be near the swings for shade. He will forward the names of the people at Rutgers to contact for the soil testing before the trees are put in. He spoke of the high school proposing a concession stand, and paying for the use of the fields. He asked is there any limit as to what percentage of the budget can be in reserves. Mayor Sobkowicz replied there might be for schools. Administrator Groh

replied she feels you can have as much or so little surplus as you like. He spoke of his concern of having affordable housing or 55 and over housing at the YJCC and the traffic problems that will follow. He doesn't feel opening up the right hand turn at Exit 171 will solve the traffic issues. He feels any meeting that the Memorial Field Recreation Committee has should be public and the meetings televised. Administrator Groh stated that there was a conference call last year with members of the DOT and Highway Authority, who summed up that the only way something would be done would be through legal action. She stated the County did just introduce their budget and meetings are scheduled. She will be attending the Roads and Engineering meeting, if anyone else is interested to attend. Council President Bruno stated in reply to Mr. Ferrara, he doesn't think there is a percentage that needs to be set aside as a surplus, but he feels we should use our surplus, as well as other funds that are available.

A motion was made by Councilman Sears, seconded by Councilman Ullman to close the general public discussion.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

INDIVIDUAL RESOLUTIONS

A motion was made by Councilman Ullman, seconded by Councilman Cascio to discuss Resolution No. 17-175.

The Township Clerk stated the previous resolution on the table was for Tax Collector/CFO/Treasurer. That resolution was rescinded and created the resolution not to have the title Treasurer. In her research Tax Collector and CFO have two different terms, both are four year terms, but one refers back to January 1 of the current year, the other term begins the following January 1st. In speaking to Mr. Poller, he stated the CFO is a position that is approved by the Council, and the Tax Collector is an appointment by the Mayor, still coming back with a 4 year terms and January dates. We have the Consent to Appoint the CFO with her terms, January 1, 2017 through December 31, 2020, with an effective date of April 1, 2017 for purposes of tenure. The appointment paper is for Tax Collector, with a four year term January 1, 2018 through December 31, 2021, with an effective date of April 1, 2017. Resolution No. 17-175 was created or the position of CFO removing the Treasurer, and the Mayor will make the appointment to the position of Tax Collector. Administrator Groh stated prior appointment was conferred to Ms. Morrone. Councilman Cascio stated it is Consent by Council of the Appointment of Chief Financial Officer.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Resolution No. 17-175 (RESCINDED BY ABOVE VOTE OF COUNCIL)

Motion to Consent Chief Financial Officer/Tax Collector

BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the Mayor, having advanced for appointment as the Chief Financial Officer/Tax Collector and the Township Council having consented thereto, Ashley Morrone is hereby appointed Chief Financial Officer/Tax Collector of the Township of Washington for a four (4) year term expiring December 31, 2020, effective April 1, 2017.

A motion was made by Councilman Calamari, seconded by Councilman Sears to approve Resolution No. 17-176.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Resolution No. 17-176

Consent to Appointment of Chief Financial Officer

BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the Mayor, having advanced for appointment as the Chief Financial Officer, and the Township Council having consented thereto, Ashley Morrone is hereby appointed Chief Financial Officer of the Township of Washington for a four (4) year term January 1, 2017 to December 31, 2020, effective April 1, 2017.

Administrator Groh stated the amounts for the changes to the revenues are different. Council has two choices, they can be stricken and do separate resolution if there are further changes or an updated figure can be given, the only change will be the revenue. The new FROM number is \$9,777, 390 and the TO is \$8,930,999. The same amount of total decrease, but the components are different. Everything else in the budget process has been updated. Administrator Groh also handed out two revised pages for the budget documents and revised synopses of a Summary of Revenue.

A motion was made by Councilman Sears, seconded by Councilman Calamari, to approve Resolution No. 17-185.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Resolution No. 17-185

Decreasing the Mayor's Budget

<u>APPROPRIATIONS</u>	<u>FROM</u>	<u>TO</u>
ADMINISTRATION		
OTHER EXPENSES - OFFICE FURNITURE & EQPMT	\$500.00	\$0.00
OTHER EXPENSES - PRINTING	\$600.00	\$500.00
OTHER EXPENSES - MISCELLANEOUS	\$750.00	\$500.00
OTHER EXPENSES - COMPUTER SOFTWARE	\$500.00	\$0.00
MAYOR		
OTHER EXPENSES - OFFICE SUPPLIES	\$400.00	\$300.00
OTHER EXPENSES - TRAINING EXPENSE	\$500.00	\$0.00
OTHER EXPENSES - MISCELLANEOUS	\$1,600.00	\$700.00
TOWNSHIP CLERK		
OTHER EXPENSES - OFFICE SUPPLIES	\$1,400.00	\$1,200.00
OTHER EXPENSES - COMPUTERS SOFTWARE	\$300.00	\$0.00
ELECTIONS		
OTHER EXPENSES - MISCELLANEOUS	\$9,000.00	\$0.00
FINANCIAL ADMINISTRATION		
SALARY & WAGE - DIRECTOR	\$1,250.00	\$625.00
OTHER EXPENSES - SUBSCRIPTIONS & BOOKS	\$250.00	\$0.00
OTHER EXPENSES - DUES, MEETINGS & CONF	\$700.00	\$250.00
OTHER EXPENSES - TRAVEL & MILEAGE	\$300.00	\$100.00
OTHER EXPENSES - PRINTING	\$500.00	\$100.00
OTHER EXPENSES - COMPUTER SUPPLIES	\$300.00	\$0.00
FINANCIAL SERVICES FEE	\$25,000.00	\$15,000.00
TAX COLLECTOR		
SALARY & WAGE - TAX COLLECTOR	\$13,000.00	\$5,250.00
SALARY & WAGE - PART-TIME	\$9,500.00	\$5,000.00
OTHER EXPENSES - POSTAGE	\$150.00	\$0.00
OTHER EXPENSES - DUES, MEETINGS	\$150.00	\$100.00
LAW DEPARTMENT		
OTHER EXPENSES - PROFESSIONAL SERVICES	\$125,000.00	\$0.00

ENGINEERING

SALARY & WAGE - DIRECTOR \$2,500.00 \$1,250.00

PUBLIC AFFAIRS

OTHER EXPENSES - PRINTING \$4,200.00 \$2,100.00

OTHER EXPENSES - CALENDAR \$4,800.00 \$800.00

APPROPRIATIONS**FROM****TO****PLANNING BOARD**OTHER EXPENSES - CONSULTING & NON
LEGAL \$9,000.00 \$6,000.00

OTHER EXPENSES - TRAINING EXPENSE \$200.00 \$0.00

BOARD OF ADJUSTMENT

SALARY & WAGE -- MEETINGS \$900.00 \$675.00

OTHER EXPENSES - OFFICE SUPPLIES \$300.00 \$150.00

OTHER EXPENSES - SUBSCRIPTIONS &
BOOKS \$200.00 \$150.00**STATE UNIFORM CONSTRUCTION CODE**

SALARY & WAGE - PART-TIME SECRETARY \$12,480.00 \$9,360.00

OTHER EXPENSES - SUBSCRIPTIONS &
BOOKS \$1,200.00 \$600.00OTHER EXPENSES - COMPUTER
MAINTENANCE \$1,400.00 \$750.00**INS-CONT TO UNEMPLOYMENT FD** \$15,000.00 \$0.00**POLICE**

OTHER EXPENSES - OFFICE EQPMT REPAIRS \$500.00 \$250.00

OTHER EXPENSES - OFFICE FURNITURE \$750.00 \$0.00

OTHER EXPENSES - CONSULTING - NON
LEGAL \$2,000.00 \$1,500.00

OTHER EXPENSES - SIGN EXPENSE \$500.00 \$0.00

OTHER EXPENSES - MISCELLANEOUS \$2,500.00 \$2,000.00

OTHER EXPENSES - TRAFFIC LGHTS \$9,000.00 \$7,000.00

VEHICLE LEASING \$6,873.88 \$6,100.00

TELEPHONE SUPPORT SYSTEM \$7,000.00 \$6,500.00

ACQUISITION POLICE VEHICLE \$54,000.00 \$49,000.00

EMERGENCY MANAGEMENT SERVICES

OTHER EXPENSES \$1,500.00 \$750.00

OTHER EXPENSES - CERT PROGRAM \$2,000.00 \$1,000.00

FIRST AID ORG-CONTRIBUTION \$44,000.00 \$40,000.00**UNIFORM FIRE & SAFETY - FIRE****PREVENTION**

OTHER EXPENSES - CONSULTING \$10,750.00 \$10,500.00

OTHER EXPENSES - MISCELLANEOUS \$2,500.00 \$2,000.00

FIRE DEPARTMENT

SALARY & WAGE - PURCHASING CLERK \$2,000.00 \$0.00

OTHER EXPENSES - TRAVEL & MILEAGE \$150.00 \$0.00

OTHER EXPENSES - DISPATCHING \$1,700.00 \$1,600.00

OTHER EXPENSES - BLDG MAINTENANCE &
SUPP \$1,200.00 \$0.00

OTHER EXPENSES - PRINTING \$50.00 \$0.00

OTHER EXPENSES - EQUIPMENT PURCHASES \$7,500.00 \$2,000.00

OTHER EXPENSES - INSPECTN & CHIEF'S
DINNER \$5,000.00 \$3,000.00

OTHER EXPENSES - COMPUTER SUPPLIES \$300.00 \$0.00

PHYSICALS \$1,800.00 \$1,400.00

LENGTH OF SERV AW PROG (LOSAP) \$110,000.00 \$90,000.00**DEPARTMENT OF MUNICIPAL FACILITIES**

SALARY & WAGE - REGULAR SALARIES \$425,000.00 \$371,000.00

SALARY & WAGE - MANAGERIAL \$78,000.00 \$58,500.00

SALARY & WAGE - VACATION BUYBACK \$6,000.00 \$3,000.00

SALARY & WAGE - DIRECTOR \$1,250.00 \$625.00

OTHER EXPENSES - OFFICE EQUIPMENT
REPAIRS \$100.00 \$0.00

OTHER EXPENSES - RADIO EXPENSE	\$700.00	\$350.00
OTHER EXPENSES - PRINTING	\$2,000.00	\$1,600.00
OTHER EXPENSES - EQUIPMENT PURCHASES	\$1,000.00	\$500.00
APPROPRIATIONS	FROM	TO
DEPARTMENT OF MUNICIPAL FACILITIES		
OTHER EXPENSES - MISCELLANEOUS	\$5,000.00	\$500.00
OTHER EXPENSES - OTHER EQUIPMENT RENTAL	\$3,000.00	\$1,500.00
OTHER EXPENSES - ROAD REPAIRS	\$5,000.00	\$4,000.00
OTHER EXPENSES - SALT & BRINE	\$9,000.00	\$3,000.00
OTHER EXPENSES - MAINTENANCE SUPPLIES	\$1,000.00	\$0.00
OTHER EXPENSES - AIR COND/HEAT SERVICE	\$7,000.00	\$5,000.00
OTHER EXPENSES - TIRE EXPENSES	\$12,000.00	\$10,000.00
OTHER EXPENSES - POLICE VEH & EQ REP	\$5,000.00	\$3,000.00
OTHER EXPENSES - DMF VEH & EQ REPAIRS	\$50,000.00	\$30,000.00
OTHER EXPENSES - POLICE EQUIPMENT PARTS	\$500.00	\$0.00
OTHER EXPENSES - DMF EQUIPMENT PTS	\$4,000.00	\$3,000.00
OTHER EXPENSES - POLICE VEHICLE PARTS	\$5,000.00	\$3,000.00
OTHER EXPENSES - FIRE VEHICLE PARTS	\$700.00	\$400.00
HEALTH		
SALARY & WAGE - P/T SECRETARY & REGISTRAR	\$4,110.10	\$3,702.00
SALARY & WAGE - MEETINGS	\$750.00	\$525.00
OTHER EXPENSES - DUES, MEETINGS, & CONF.	\$100.00	\$0.00
RECREATION		
SALARY & WAGE - SECRETARY	\$4,000.00	\$0.00
SALARY & WAGE - SECRETARY P/T	\$5,800.00	\$3,669.18
OTHER EXPENSES - UNIF&SFTY EQPT-FOOTBALL	\$5,000.00	\$3,500.00
OTHER EXPENSES - RENTAL OF LIGHTS-LACROSS	\$4,500.00	\$0.00
OTHER EXPENSES - MISCELLANEOUS	\$1,000.00	\$500.00
OTHER EXPENSES - -MISC PROGRAMS	\$1,000.00	\$500.00
OTHER EXPENSES - LEAG FEES LACROSSE	\$10,000.00	\$1,300.00
COMM PROG OTHER EXPENSES - MISC	\$1,300.00	\$0.00
PARKS		
OTHER EXPENSES - -PARK MAINTENANCE EXPENSE	\$46,000.00	\$35,000.00
FIELD STRIPING	\$3,000.00	\$2,500.00
TREE TRIMMING/REMOVAL	\$3,000.00	\$0.00
RESURFACING MEMORIAL FIELD	\$55,000.00	\$0.00
UTILITIES		
DMF ELECTRICITY	\$10,000.00	\$9,000.00
FIRE GAS (NATURAL)	\$4,000.00	\$3,500.00
POLICE GASOLINE/DIESEL	\$25,000.00	\$20,000.00
FIRE GASOLINE/DIESEL	\$5,000.00	\$4,500.00
MUNICIPAL COURT		
SALARY & WAGE - JUDGE EXTRA SESSION	\$400.00	\$0.00
SALARY & WAGE - CLERK - PART-TIME	\$20,927.27	\$15,000.00
SALARY & WAGE - ACTING JUDGE	\$250.00	\$0.00
OTHER EXPENSES - OFFICE SUPPLIES	\$800.00	\$500.00
OTHER EXPENSES - OFFICE EQUIPMNT REPAIRS	\$500.00	\$200.00
OTHER EXPENSES - OFFICE FURN. & EQPMT	\$300.00	\$0.00
OTHER EXPENSES - CONSULTING & NON-LEGAL	\$500.00	\$0.00
OTHER EXPENSES - PRINTING	\$1,500.00	\$1,100.00
OTHER EXPENSES - MISCELLANEOUS	\$500.00	\$200.00
CAP IMP FUND	\$200,000.00	\$0.00

A motion was made by Councilman Calamari, seconded by Councilman Sears, to approve Resolution No. 17-186.

Ayes: Councilmen Calamari, Sears, Ullman, Bruno.

Nays: Councilman Cascio.

Resolution No. 17-186
Increasing the Mayor's Budget

<u>APPROPRIATIONS</u>	<u>FROM</u>	<u>TO</u>
ADMINISTRATION		
SALARY & WAGE – ADMINISTRATOR	\$89,320.00	\$99,671.23
SALARY & WAGE - GRANTS CONSULTING	\$0.00	\$6,000.00
OTHER EXPENSE - TRAVEL & MILEAGE	\$350.00	\$600.00
TOWNSHIP COUNCIL		
OTHER EXPENSE – SUBSCRIPTIONS & BOOKS	\$0.00	\$100.00
OTHER EXPENSE - DUES, MEETINGS	\$0.00	\$2,000.00
OTHER EXPENSE - PROFESSIONAL SERVICES	\$0.00	\$3,000.00
OTHER EXPENSE - MISCELLANEOUS	\$0.00	\$300.00
OTHER EXPENSE - TROPHIES	\$0.00	\$500.00
TOWNSHIP CLERK		
SALARY & WAGE - SPEC SECRETARY	\$15,600.00	\$20,800.00
SALARY & WAGE - SPEC SECRETARY O/T	\$1,000.00	\$1,200.00
OTHER EXPENSE - TRAVEL & MILEAGE	\$225.00	\$600.00
OTHER EXPENSE - OFF FURNITURE & EQPMT	\$1,500.00	\$2,000.00
ELECTIONS		
ELECTIONS - BALLOTS	\$0.00	\$9,000.00
FINANCIAL ADMINISTRATION		
SALARY & WAGE - TREASURER	\$0.00	\$100.00
SALARY & WAGE - CHIEF FIN'L OFFICER	\$20,000.00	\$25,000.00
SALARY & WAGE - DEPUTY TREASURER	\$39,950.00	\$44,200.00
TAX COLLECTOR		
OTHER EXPENSE – TRAINING EXPENSE	\$2,050.00	\$2,200.00
OTHER EXPENSE - TAX BILLS	\$3,000.00	\$4,000.00
TAX ASSESSOR		
OTHER EXPENSE - OFFICE SUPPLIES	\$100.00	\$200.00
DEPARTMENT OF LAW		
COAH - LEGAL FEES	\$0.00	\$25,000.00
COAH - PLANNER FEES	\$0.00	\$25,000.00
COAH - SPECIAL MASTER FEES	\$0.00	\$25,000.00
OTHER EXPENSE - RECODIFICATION	\$0.00	\$5,000.00
TAX APPEALS	\$0.00	\$5,000.00
ENGINEERING		
STORMWATER PROG	\$3,000.00	\$5,000.00
PUBLIC AFFAIRS		
OTHER EXPENSE - WEB MASTER	\$5,500.00	\$6,000.00
VIDEOGRAPHY	\$7,200.00	\$9,900.00
 <u>APPROPRIATIONS – CONTINUED</u>		
PLANNING BOARD		
SALARY & WAGE - SECRETARY	\$6,800.00	\$7,800.00
OTHER EXPENSE - PROF SERVICES LEGAL	\$22,000.00	\$30,000.00
BOARD OF ADJUSTMENT		
SALARY & WAGE - SECRETARY	\$7,200.00	\$7,800.00
STATE UNIFORM CONSTRUCTION CODE		
OTHER EXPENSE – OFFICE FURNITURE	\$755.01	\$885.60
GROUP INSURANCE PLAN		
	\$666,000.00	\$667,000.00
POLICE		
OTHER EXPENSE - LEGAL ADVERTISING	\$0.00	\$300.00
POLICE DISPATCHING - SALARY & WAGE	\$115,000.00	\$145,000.00
AMBULANCE - JIF PREMIUMS		
	\$0.00	\$4,854.04

FIRE DEPARTMENT

OTHER EXPENSE - OFFICE FURN & EQPMT	\$1,500.00	\$2,500.00
OTHER EXPENSE - MISCELLANEOUS	\$250.00	\$300.00
INTERNET	\$0.00	\$1,800.00

DEPARTMENT OF MUNICIPAL FACILITIES

OTHER EXPENSE - POSTAGE	\$1,200.00	\$1,300.00
OTHER EXPENSE - OFFICE FURN & EQPMT	\$100.00	\$250.00
OTHER EXPENSE - TREE REMOVAL	\$5,000.00	\$11,000.00
OTHER EXPENSE - OTHER EQPMT & SUPPLIES	\$1,500.00	\$4,500.00
OTHER EXPENSE - CONTR. CLEANING SERVICE	\$17,000.00	\$22,000.00
OTHER EXPENSE - FIRE VEH & EQ REPAIR	\$20,000.00	\$25,000.00

HEALTH

OTHER EXPENSE - COMPUTER SUPPLIES	\$600.00	\$610.00
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RECREATION

SALARY & WAGE - SUPERINTENDENT	\$10,000.00	\$17,705.98
SALARY & WAGE --SUMMER REC PROG	\$38,000.00	\$47,750.00

DCRP PENSION

	\$5,400.00	\$6,721.96
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MUNICIPAL COURT

OTHER EXPENSE - PROF'L SERVICES	\$360.00	\$1,080.00
PROSECUTOR - CHANGE OF VENUE	\$200.00	\$400.00

CONSENT AGENDA

All of the following items have been determined to have the unanimous consent of Council and will be enacted in one motion. Should any item require the independent consideration, any Council Member may have such item removed from the Consent Agenda.

Resolution No. 17-178 was given by Valley Hospital to surrounding towns in the area. Councilman Ullman requested that Resolution No. 17-178 will be tabled, he would like to research it further since he now knows the source of the resolution. Councilman Cascio stated he will need to recuse himself from voting on Resolution No. 17-178 when it comes up for reconsideration. Councilman Sears stated if Resolution No. 17-183 is approved tonight, how long before the monies are paid out to Lincoln Financial. Council President Bruno asked how long before it is funded. Mayor Sobkowicz replied hopefully by the 15th or 30th of April. Councilman Sears stated he must recuse himself from voting on Resolution No. 17-183.

A motion was made by Councilman Ullman, seconded by Councilman Sears, to approve the Consent Agenda. (Resolution No. 17-178 tabled; Resolution No. 17-183 voted on separately.)

Ayes: Councilman Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Resolution No. 17-177

Rejection Bid for Salt Storage Enclosure

WHEREAS, on December 28, 2016, the Township of Washington, County of Bergen, New Jersey (the "Township") received bids for fabrication and installation of a Salt Storage Enclosure pursuant to the Advertisement for Bid#16-4 and the related Invitation to Bid including Bid Specifications (the "Bid"); and

WHEREAS, Freespan Structures, Inc., 511 ½ Union Lane, P.O. Box 123, Brielle, NJ 08730 ("Freespan") was the lowest responsive and responsible bidder for Bid#16-4; and

WHEREAS, the time for awarding/rejecting of the bid was extended with the consent of Freespan; and

WHEREAS, upon review, the Township has determined to substantially revise the specifications for the fabrication and installation of a Salt Storage Enclosure in accordance with statutory authority;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, Bergen County, that the bid of Freespan Structures, Inc. is hereby rejected.

Resolution No. 17-178 **TABLED TO April 3, 2017**

A Resolution in Support of the Valley Hospital's submission of Certificate of Need Application to Relocate The Valley Hospital to Paramus, New Jersey

WHEREAS, The Valley Hospital, through its award-winning clinical care, exceptional service and numerous community health programs, contributes greatly to the health and wellness of our community; and

WHEREAS, In order to continue providing its vital programs and services and meet the long-term healthcare needs of our community, The Valley Hospital must be able to adapt to changes in healthcare and modernize; and

WHEREAS, The Valley Hospital's plans to build a modern, state-of-the-art hospital in Paramus, New Jersey will ensure that our residents have access to high quality healthcare for many years to come; and

WHEREAS, The Valley Hospital in Paramus, New Jersey will be built with single-patient rooms to enhance the privacy, safety and comfort of its patients; and

WHEREAS, The Valley Hospital in Paramus, New Jersey will incorporate the best practices in creative, innovative and sustainable healthcare facility design, such as flexibility and the use of advanced technology, in order to enhance patient care and service; and

WHEREAS, The Valley Hospital, as a not-for-profit hospital since its inception in 1951, gives back to its community, providing more than \$97 million in Community Benefit and uncompensated care dollars in 2015, including \$5.6 million for community health programs, services and essential health information and preventive education; and

WHEREAS, The Valley Hospital, as the second largest employer in Bergen County, will be a significant driver of economic activity, create construction jobs and permanent jobs, and support local businesses in our area and throughout the region.

NOW THEREFORE BE IT RESOLVED, that The Mayor and Council of Washington Township, New Jersey hereby express their full support for The Valley Hospital's Submission of a Certificate of Need Application to Relocate The Valley Hospital to Paramus, New Jersey; and be it further

RESOLVED, that The Mayor and Council of Washington Township, New Jersey hereby urge The New Jersey Department of Health to approve The Valley Hospital's Certificate of Need Application to Relocate The Valley Hospital to Paramus, New Jersey; and be it further

RESOLVED, that a copy of this resolution be sent to The New Jersey Department of Health.

Resolution No. 17-179

Authorize Payment for Redemption of Tax Sale Certificate, Block 3209/Lot 7, Cross Street & Monroe

BE IT RESOLVED, by the Township Council of the Township of Washington, New Jersey that the Tax Collector is hereby authorized to issue payment in the

amount of \$40,861.49 payable to 72 Oak Street Holdings, LLC, P.O. Box 653, Montvale, NJ 07645, for the Redemption of Tax Sale Certificate #09-00004, dated 10/28/10 on property known as Block 3209 Lot 7, Cross Street & Monroe, and;

BE IT FURTHER RESOLVED, that the taxpayer has paid the Township of Washington Tax Collector the full amount of said redemption, and;

BE IT FURTHER RESOLVED, that this check is to reimburse the Buyer of the Lien, and;

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized and directed to furnish copies of this resolution to the Chief Financial Officer and the Tax Collector.

Resolution No. 17-180

Authorize Payment for Redemption of Tax Sale Certificate, Block 3209/Lot 47, 598 Chestnut Street

BE IT RESOLVED, by the Township Council of the Township of Washington, New Jersey that the Tax Collector is hereby authorized to issue payment in the amount of \$108,921.25, payable to 72 Oak Street Holdings, LLC, P.O. Box 653, Montvale, NJ 07645, for the Redemption of Tax Sale Certificate #09-00005, dated 10/28/10 on property known as Block 3209 Lot 47, 598 Chestnut Street, and;

BE IT FURTHER RESOLVED, that the taxpayer has paid the Township of Washington Tax Collector the full amount of said redemption, and;

BE IT FURTHER RESOLVED, that this check is to reimburse the Buyer of the Lien, and;

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized and directed to furnish copies of this resolution to the Chief Financial Officer and the Tax Collector.

Resolution No. 17-181

Authorize Payment for Redemption of Tax Sale Certificate, Block 2502/Lot 5, 1153 Linwood Avenue

WHEREAS, at the Tax Sale held on December 30, 2016, the Township of Washington sold a tax lien on Block 2502, Lot 5, also known as 1153 Linwood Avenue, owned by Mr. Joseph H. Hong, for delinquent 2015 taxes, and;

WHEREAS, Tax Lien Certificate #16-00003 was sold to US Bank BV002 Trust & Creditors, 50 South 16th Street, Suite 2050, Philadelphia, PA 19102, and;

WHEREAS, BV002 Trust paid a premium of \$17,100.00 on the date of the tax sale for Tax Sale Certificate 16-0003, and;

WHEREAS, the tax office received a payment for redemption of Certificate #16-00003 in the amount of \$13,285.78;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Washington, New Jersey that the Tax Collector be authorized to refund \$13,285.78, plus the \$17,100.00 premium, payable to US Bank Cust BV002 Trust & Creditors, 50 South 16th Street, Suite 2050, Philadelphia, PA 19102

Tax Lien	\$ 404.56	1099:
2% Redemption Penalty	8.09	
Subsequent Taxes	12,554.49	Sub. Interest: \$ 263.64

Subsequent Interest	263.64	2% Penalty:	\$ 8.09
Recording Fee	43.00	Total 1099:	\$ 271.73
Search Fee	12.00		
\$ 13,285.78			
Premium:	17,100.00		
TOTAL:	\$ 30,385.78		

Resolution No. 17-182

Authorize Refund of Engineering Escrow funds, Block 3106/Lot 1, 721 Clinton Avenue

WHEREAS, Robert & Sandra Pucci posted engineering escrow monies for a circular driveway on premises known as Block 3106 Lot 1, 721 Clinton Avenue (Donadio residence), and;

WHEREAS, the residents have decided not to pursue the project per the attached correspondence from Mrs. Donadio, and;

WHEREAS, outstanding invoices due the Township Engineer as per his letter dated November 2, 2016 have been satisfied by the escrow account of Michael & Susan Donadio, (Project ID: DONADIO001), and;

NOW, THEREFORE, BE IT RESOLVED, that the Township Treasurer of the Township of Washington is authorized to refund the balance of the escrow money in the amount of \$1000.00 to the above.

Resolution No. 17-184

Approval of Certification List of Qualifying Volunteer Ambulance Corps LOSAP for year 2016

WHEREAS, The Township adopted Ordinance No. 99-10 which created the Length of Service Awards Program (LOSAP); and

WHEREAS, N.J.S.A. 40A:14-191 requires that the Township of Washington Volunteer Ambulance Corps furnish the Township Council with an annual certification list of all volunteer members who have qualified for credit under the award program for the previous year.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the Township Council hereby approves the list of the volunteer members of the Township of Washington Volunteer Ambulance Corps certified by the Corps LOSAP Coordinator and President for the year 2016, a copy of which list is attached here as Exhibit A; and

BE IT FURTHER RESOLVED that a copy of this list has been posted for at least thirty (30) days in the squad building.

BE IT FURTHER RESOLVED that after the thirty (30) day posting period the Township Treasurer will issue a check to cover volunteers on the attached list to Lincoln Financial.

A motion was made by Councilman Ullman, seconded by Councilman Calamari, to approve Resolution No. 17-183.

Ayes: Councilman Calamari, Cascio, Ullman, Bruno.

Nays: None.

Abstain: Councilman Sears.

Resolution No. 17-183

Approval of Certification List of Qualifying Volunteer Fire Department Corps LOSAP for year 2016

WHEREAS, The Township adopted Ordinance No. 99-10 which created the Length of Service Awards Program (LOSAP); and

WHEREAS, N.J.S.A. 40A:14-191 requires that the Township of Washington Fire Department furnish the Township Council with an annual certification list of all volunteer members who have qualified for credit under the award program for the previous year.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the Township Council hereby approves the list of the volunteer members of the Township of Washington Fire Department certified by the Department LOSAP Coordinator, Chief and Director for the year 2016, a copy of which list is attached here as Exhibit A; and

BE IT FURTHER RESOLVED that a copy of this list has been posted for at least thirty (30) days in the squad building.

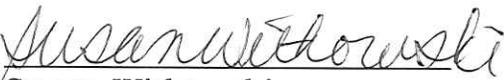
BE IT FURTHER RESOLVED that after the thirty (30) day posting period the Township Treasurer will issue a check to cover volunteers on the attached list to Lincoln Financial.

A motion was made by Councilman Calamari, seconded by Councilman Sears to adjourn to Conference Agenda.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.

Nays: None.

Time Noted: 8:55 p.m.



Susan Witkowski
Township Clerk



Robert Bruno
Council President

Approved: July 17, 2017

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY

CONFERENCE MEETING MINUTES

April 3, 2017

Members present: Robert Bruno, Peter Calamari, Steve Cascio, Tom Sears, Michael Ullman. Also present: Janet Sobkowicz, Mayor; Mary Anne Groh, Administrator; Susan Witkowski, Township Clerk. Lou Lamatina, Esq. was in attendance for Attorney Poller who was absent.

Administration

Staffing - Mayor Sobkowicz stated that Margaret Koesel, held the position of Court Clerk and Recreation Superintendent, and Flo Mammolitti, was the Deputy Court Clerk, who also worked in Health and Recreation, they both retired. The hours of the person who was working in the Recreation Department have been increased, along with a title change to Superintendent. The Deputy Court Clerk, who also works in Rochelle Park, will be working 3 nights a week, and some other days to catch up. The person who was offered the position of Court Clerk declined, and that will be advertised again. Anyone who works in the Court needs to be approved by the Bergen County Superior Court, as both of these individuals were. An interview was conducted for the Planning and Zoning Board secretary position and an offer will be made to this individual. Administrator Groh will be the Recycling Coordinator for this year and next year Bill Lawlor would be interested in the position. The person who is being considered as the Planning and Zoning Board secretary also has the Technical Assistant Certificate and when it is light in Planning & Zoning, that person can help out in building. Interviews have been done for purchasing and payroll, one person to handle both. There is a person who is qualified, did come in and meet with both the Mayor and the Administrator. The position of Registrar is open, and requests have been coming in for copies of birth certificates and the like. Council President Bruno stated we have a Clerk who is a Registrar. Mayor Sobkowicz stated she was hoping to get a part-timer who can do the job of Registrar along with Health. The Township Clerk stated she would like to discuss this with the Mayor. Councilman Sears would like to add this subject to the next Council meeting. Councilman Ullman spoke of his frustration to use someone who has the certificate, who can likely open the door tomorrow to the Registrar's office. He looks forward to the update next Monday. The County will not allow Lynda Lasini, the Deputy Clerk to be the Court Clerk, but the County did allow for her to so so during the interim to keep the Court functioning. The position of Court Clerk will be advertised, once that position is filled, Ms. Lasini will then become the Violations Clerk. The County requires the Court Clerk to work 25 hours per week, and the person who was offered the position did not want to commit to those hours. A conversation followed when the retirement letters were received, the interview process, which is done in conjunction with the County, along with the Administrator and Mayor. The County did request the 25 hour work week. Councilman Sears stated the employees also stayed an extra month, he doesn't understand why the positions were not advertised and why it is taking so long to fill these positions.

Repair Status

DMF Repair Status - The sealant will be applied on the roof once the weather gets better. Administrator Groh will speak to the DMF again, since estimates will be needed from certain companies regarding some of the work that needs to be done. The roof repair is the first order of priority; the mold testing was not an issue for employees being in the building. Council President Bruno stated the building is horrendous, and should be painted. Administrator Groh stated Mr. Statile did an analysis, and what looks to be mold on the façade is not, the paint wore off and it is the coating.

Firehouse Repair Status - The retaining wall is being repaired.

Fire Apparatus Repair Status/Trucks – The purchase order was issued for Preventive Maintenance on Engine #44, once that is complete a list of what needs to be repaired will be issued. Administrator Groh stated she has not seen any paperwork to get the process started on the tower ladder repair. The damage to Truck #40 was submitted to insurance, a reimbursement was submitted minus the deductible based on an estimate. A second estimate was received, which was lower and involves a new door. A conversation followed on reaching out to the Fire Chief since there seems to be some confusion. Councilman Sears stated the pistons need to be sent out on Engine #44, and it does need to go to Pennsylvania, but he will touch base with the Fire Chief tomorrow morning. Councilman Ullman spoke of administrative burden on the volunteer fire fighters and the amount of paperwork required. He had suggested someone assist the Fire Department with that effort. Mayor Sobkowicz stated the Deputy Chief is interested, but the Administrator has been assisting them. Administrator Groh stated it does take time to get the quotes together, but there are 3 paid mechanics in the Fire Department, they are more knowledgeable. She spoke of the various signatures that are required. Councilman Ullman stated we have heard about these items for some time and there should have been paperwork completed. Administrator Groh stated they have not responded well to second quotes, and they do have contacts in the industry they prefer to go to, but she does work with them and it is a priority to get fire equipment fixed. Mr. Insetta has the ability to sign the requisitions on behalf of the department. The director only gets involved with the payment phase; it is a necessary sign off on the vouchers for payment. A conversation followed on the time frame, the paperwork goes from the Administration to the Mayor, then when it comes back from the Mayor, it becomes a purchase order.

Salt Shed – The Township pulled out from the bid, no other areas have been identified. Council President Bruno suggested a letter be sent to the DEP requesting an extension of time. Administrator Groh stated we cannot get an extension of time, it is up to the DEP to warrant punishment. The Township was cited the beginning of this year.

Roads

Traffic Officer Report – As per Council President Email – Captain Hackbarth will attend the May 8 Council meeting with a response to questions and concerns of Council. Administrator Groh stated that date is also the public hearing on the budget. Council President Bruno stated he would like to move this along. A conversation followed on Council emails and Captain Hackbarth speaking at the beginning of the May 8 meeting.

Miscellaneous

VFW Building – As per Mr. Poller we are moving ahead.

Prospect Street – Mayor Sobkowicz along with Engineer Statile met with the homeowners. Mr. Statile gave a history of the area, and suggested doing rodding, which is surgically cutting out the grease from the pipe, because the sewer jet will not get the grease out, the goal being trying to bring the pipe back to the original 8 inch opening. He also proposed a cleaning schedule of every 3 months, as opposed to every 6 months. If none of that works, the 250 feet of pipe will have to be replaced. The pipe will be scoped with a camera, before and after they put the machine in to make sure they get most if not all the 8 inch circumference of the pipe back. The grease is not coming from their area; it is coming above the area. The grease was the biggest factor of the back-up along with the lack of periodic maintenance that allowed the grease to build up. Councilman Ullman asked will the rodding result in the ability to tell the residents they should not expect another back-up. Mayor Sobkowicz replied there will be periodic cleaning, enzymes and sewer jetting, if none of that works, Mr. Statile suggested that the pipe be replaced. Back-flow valves can be installed, there would be certain rules and regulations that would have to be looked at, and it would be at the expense of the homeowners. Mr. Statile is reaching out to companies to get the rodding done, hoping within the next two weeks. Installing a new pipe would not guarantee another back-up from

happening, maintenance is extremely important. Summary sheets were received from the DMF and there were whole years that went by and the pipe was not maintained. Mayor Sobkowicz stated the new Superintendent is now keeping a log of catch basins that are cleaned along with a sign-off sheet, so it will be much better. The problem is not only grease, but also wipes. It is extremely hard to determine where the grease/wipes are coming from, it is not one location but a number of dwellings. Councilman Cascio stated it is not coming from one particular area, it is due to an accumulation over time. Flyers will be distributed in the area educating residents of what they can/cannot dispose of. Azzolina & Feury did provide a maintenance schedule in the past, which was never followed, and Mr. Statile's schedule is similar. The DMF will be doing the maintenance and Emerson's equipment will be borrowed to do so, this is the only sewer that requires this level of maintenance. The best time to put the enzymes is at night, so they can sit in the pipe. Authorization will be needed for overtime of a night shift, which will begin after the rodding is done. The manhole was not constructed correctly, a culvert needs to be added, which will be part of the road program.

Council

Ordinances and Legislation

Code-Chapter 5, Article IX, §5-62, Payment of Claims

Ordinance No. 15-03

Councilman Cascio gave a brief history regarding this Ordinance, which removed checks and balances, and was signed on February 5, 2015. He suggested going back and reviewing the previous version before the amendment. Councilman Calamari would like to check with Mr. Poller to see what other towns are doing.

Miscellaneous

Meeting Westwood High School

Councilman Ullman spoke of this being a problem next year, since there are 137 spaces, and there will be 240 seniors next year, and juniors will also be getting their licenses. He stated the idea of alternating streets does need to be investigated. He spoke with Principal Connelly this morning, and he is aware of the offer made by Good Counsel, which would be an agreement between Good Counsel and the Board of Education regarding payment and how this would be done. A conversation followed on letting the teacher's park at the old track area, but the high school is interested in putting a concession/field house in that area and already has plans. Councilman Calamari asked if the principal mentioned this subject being spoken about at the Board of Education meetings. Councilman Ullman stated that subject didn't come up. Councilman Cascio stated he needs to recuse himself from this discussion since it does affect his street and his business, since he does have on street parking for his patients. He asks that he be kept out of the loop on any emails.

Financials

Budget

Administrator Groh handed to Council two documents to go into the budget documents. The April 1 version was given on Saturday, and two pages were replaced, the Totals Page and the page to show the two grants that had to be reflected as appropriations, the Recycling Tonnage Grant and the Clean Communities Grant. Three versions of the Summary of Revenues were given, and three versions of the Tax Impact Analysis, these are the updated figures. Council needs to focus on the Capital Budget, in which there are some changes. A conversation followed on the excel sheet, the 2017 column, Council agreed to add \$800,000 to the Road Program, \$7,000 was added to the mason dump truck to include a leaf pusher, ladder truck fire department was moved into 2018, an amount of \$650,000 was added in for the 3 year plan for Capital Acquisition, \$50,000 was added in for computers for Administration/Clerk

office, E-Ticket \$16,000, Breathalyzer \$22,000, signs \$21,000 and for 2018 \$150,000 for a telephone system. Memorial Field access improvement grant was put back in, that is for the sidewalk that faces Pascack Road, and \$25,000 for the scoreboard. A lengthy conversation followed on the amounts for Capital Improvement fund, Capital Surplus and ordinances which are to be cancelled. The bottom line number is \$732,000 for capital projects. A conversation followed on the adding the multi-purpose ordinance to the April 10 meeting. Councilman Calamari suggested changing the description to the Computer line, since it is more than Administration/Clerk. Shorter life projects are done out of surplus and longer term projects are done out of bonding. A conversation followed on the sewer line item along with comes off the top of the \$418,000. Councilman Bruno asked the Mayor what it means when the Mayor "freezes the budget." Mayor Sobkowicz replied that it means every requisition needs to be checked and she approves the spending. She stated in finance class the teacher recommends freezing the budget, since you don't know what is coming up with rest of the year, such as a big storm. Councilman Cascio replied that is why we have surplus. Councilman Sears replied the budget gets passed, and then the budget is frozen. He stated that is why nothing gets done and we are in the predicament we are in today. Councilman Bruno stated Council, along with the Mayor, have a fiduciary responsibility to have a financial plan for this town and freezing the budget is not the way any town or the budget process should work. Administrator Groh replied that towns do put 10% set aside in October or November. Council President Bruno stated the appropriate or requested amount is spent, but if we are over budget, then we can look and analyze the situation. He thanked Mr. Lamatina for filling in for Mr. Poller, and also thanked Margaret Koesel and Flo Mammolitti for their years of service; they both did a wonderful job and are great people. A breakfast party was given in their honor, and the Township did present them with gift cards.

A motion was made by Councilman Calamari, seconded by Councilman Ullman to adjourn.

Ayes: Councilmen Calamari, Cascio, Sears, Ullman, Bruno.
Nays: None.

Time Noted: 10:27 p.m.


Susan Witkowski
Township Clerk


Robert Bruno
Council President

Approved: July 17, 2017