

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY

REGULAR MEETING MINUTES

August 6, 2018

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 Michael DeSena called the meeting at 7:30 p.m. by reading the following statement

OPEN PUBLIC MEETING STATEMENT

The regularly scheduled Public Meeting of August 6, 2018 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.

SALUTE TO THE FLAG

ROLL CALL

Council Members Steve Cascio, Arthur Cumming, Michael Ullman, and Council President Michael DeSena. Also, present: Ken Poller, Township Attorney; and Susan Witkowski, Township Clerk. Absent: Matthew Cavallo, Administrator and Councilman Robert Bruno.

The Clerk read the totals of the list of bills paid since the last bill list was submitted representing July 1, 2018 through July 31, 2018:

TOTAL	2017 Reserve	\$3,092.00
TOTAL	2018 Current	\$1,588,091.44
TOTAL	Capital Fund	\$7,649.39
TOTAL	Animal Control	\$0.00
TOTAL	Grant Fund	\$16,171.23
TOTAL	Trust Fund	\$40,595.80

Councilman Ullman stated on page 18, Capital Fund, there are charges to the fund for lightbulbs, fuses, and he doesn't see why those have been charged to the Capital Fund. Mayor Calamari replied they were items that needed to be put on a brand new DMF vehicle. Council President DeSena replied that is correct, it is for the new truck to be outfitted at a total of \$839.75.

A conversation followed regarding Ordinance 15-09, and why it was charged to that ordinance. Mayor Calamari stated he will reach out to the Administrator to clarify that. Councilman Ullman stated he will reach out to the Administrator since he does have additional questions.

APPROVAL OF MINUTES

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

July 9, 2018

Special Meeting Minutes

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Nays: None.
Absent: Councilman Bruno.

MAYOR'S REPORT, August 6, 2018

Administrator

We have a new administrator, Matt Cavallo. Some of you may remember, as he was formerly the Township Administrator. He apologizes for not being here this evening, but he had to attend a funeral that was out of State.

Intersection

Due to his engineering background, I have asked Council President DeSena to be an additional liaison on the engineering part of the project currently being worked on. Therefore, I have asked Council President DeSena to give this month's report on the topic.

Summer Concert Series

The first two concerts, Bon Journey and the B Street Band, had weather related delays. We are working with both bands on a mutual date to reschedule them. On behalf of the whole Township I would like to thank our monetary sponsors that stepped up so we can enjoy these concerts at little or no expense to the Township, they are John at Bacari Grill and Jimmy at Season's Catering. Additionally, a special thanks to Kevin Lynch of Oritani Bank who graciously donated \$10,000, and is always more than willing to help the Township and our local organizations however he can.

Movie Night

We are having a movie night at Memorial Field on Friday, August 17th at 8:00 pm with a rain date of Saturday, August 18th. The featured movie is "Journey 2, The Mysterious Island" which is rated PG. The Mayor and Council are sponsoring the popcorn at the event.

Wi-Fi

We are making Wi-Fi available throughout Town Hall and also looking to making Wi-Fi available in our parks.

Signs

A meeting with representatives from the Police, DMF and Green Team was held last week regarding signs. We will be replacing missing street signs, adding signage to our parks and getting two remotely controlled flashing stop signs for both directions on Washington Avenue for when the fire trucks are pulling into or out of the building. We have approximately 187 stop signs in the Township, and we are working on getting prices to replace them all to meet current reflective standards over the next two years. In honor of our friend, Ray Bernroth, we will also be getting a couple of the break-away street pedestrian signs. Last, but not least, we will be getting flashing LED pedestrian cross warning signs to post at the appropriate streets near our schools.

Senior Van

We are reviewing quotes on the van and will have a resolution before the Council at the first meeting in September for them to authorize a purchase.

Fire Department Records Management System

The system has been purchased through a State contract and this will enable the Department to apply for grants that were previously unavailable to them.

Police Department Scheduling System

The Police Department has placed an order for the installation of Police Officer Scheduling System, which is a leader in the industry of police scheduling. We

expect installation and training to commence immediately, that will enable cost cutting by scheduling the staff more efficiently.

Town Hall

The painting is almost complete, we ran into an issue on the basement flooring project. We are evaluating the two options to move forward. We have replaced two energy efficient air conditioning units to service the third floor.

Congratulations

Last but not least congratulations to our employee, Joi Apar, on successfully passing the Certified Tax Collectors Exam.

REPORT OF THE COUNCIL

Councilman Ullman stated just to second Mayor Calamari's comments, he cannot thank the volunteers enough for the concert series, there are many people involved and he would like to recognize Director Bilius, from the Fire Department, as well as firefighter Neary, as they have been spearheading quite a bit of that effort. He would also like to recognize the corporate donors, Oritani Bank, Season's and Bacari Grill, for their assistance with those efforts. He stated Joi Apar, who is currently the Deputy Treasurer, passed the State exam for Tax Collector, and that type of effort shows a commitment to not only her personal enrichment but the people that she serves here in the Township. It also provides the administration with some flexibility in having that person have the certificate. He would also like to recognize Cornelia Lisa, who is currently an assistant in the Clerk's Office, as well as the Board of Health Secretary, she is starting the path in securing her Clerk certification. She is taking an intro course, and she has received a scholarship from the Bergen County Clerk's Association covering 70% of her registration fee, and he looks forward to progress reports on that effort.

Councilman Cumming stated he, Dan Scudieri and Green Team Coordinator Tom Sears have all received certificates for completing CORE Training for the New Jersey Forest Service, and continue to make strides in the conservation and stewardship of our Township woodlands, under the leadership of Mr. Scudieri and Mr. Sears. On July 19th, Mr. Sears and himself attended a conference in Wayne, New Jersey entitled "The right tree planted in the right place in the right way" by the New Jersey Tree people, as well as hosted by PSE&G. The topics were the importance of calling 811 before you dig on private or public property with any machinery at all, any excavation needs to have a mark out, which is accomplished by calling 811, which all of the landscapers should know, as anything that is done needs to be marked out. Most important takeaway from this meeting was downed wires after a storm, the most important thing stressed by George McCalren and Jay Kaplan, both of PSE&G was to stay at least 100 feet away from any downed electric wires, because they are very hazardous.

Councilman Cascio stated he would like everyone to continue to have a happy and safe summer season. This summer has been hot, keep your air-conditioner set low, and hopefully the Fall will bring us some cool weather.

Council President DeSena stated the two summer concert series that we have had have been incredible, it is wonderful to see the town gathered together and he thanked the volunteers, Fire Department, Police, and everyone that has volunteered, it has been an incredible affair. Congratulations to both Joi and Cornelia. He is happy to hear Mayor's Calamari's report, and the many initiatives that were put through, that the Council spent a lot of time in, such as the dispatching scheduling software, for both the Fire and Police Departments, and the Senior bus, he is happy to see that it is finally off the ground, and will be here soon.

PUBLIC SERVICE ANNOUNCEMENTS

The Township of Washington does not have a Shade Tree Commission, if residents have dangerous trees in rear yards, your neighbors and so forth, the Township is not responsible for those trees, the trees are the responsibility of the person where the tree is located, and if it falls on your property, it then becomes your problem. It is the resident's duty to inform their neighbor there is hazard there, and put them on notice. The Township cannot do that for you. The property maintenance officer can help, but he is not the town arborist. If there are dangerous trees in your neighbors' yard that are leaning towards your house, seek legal counsel and get advice to see how to handle the situation, it is a dispute between neighbors and not a Township problem.

The Bergen County Clerk, John Hogan, is presenting "Around the County" and there will be a "Satellite Office for Passport and Outreach Services" on October 23rd, 24th and 25th from 10:00 am – 2:00 pm in Town Hall. For passport please bring two checks payable to the "Bergen County Clerk's Office". They will provide services getting passports, senior and veteran photo cards, notarization and business name and trade registration. For more information, please reach out to the Township Clerk.

GENERAL PUBLIC DISCUSSION

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

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.

Nays: None.

Absent: Councilman Bruno.

Council President DeSena stated Councilman Bruno is away on business that he could not get out of, that is why he is not present.

Mary Ann Ozment, 960 Adams Place – Mrs. Ozment asked if the public will be allowed to ask questions after the presentation. Mayor Calamari replied it is just a presentation. She asked if Council has seen any of the information beforehand. Council President DeSena replied we did see the architects estimate for the proposal, which is \$7,000, including both the Firehouse and Ambulance Corp, but we are seeing the presentation for the first time. She spoke of the resolution for the new Business Administrator, Director of Department, which does not have a term of office. Mr. Poller stated by law, the term of office runs the same term of the Mayor, which is the term of all Directors. A conversation followed if Council was aware of this, as well as the Business Administrators hours, when he is available and why on the website it states that he is an Acting QPA, the Mayor stated should be changed. Mrs. Ozment asked if the public will be allowed to ask questions after the presentation. Council President DeSena replied after the Council digests it and has an opportunity to review the presentation. A conversation followed on the CFO position, which is currently being re-advertised.

David Snyder, 91 Windsor Circle – Mr. Snyder asked if flashing signs will be installed by the shopping center. Mayor Calamari stated they have reached out to the County regarding the manual light to be fixed. The flashing lights were pricier than first thought under State contract. Mr. Snyder stated he will provide vendor names to the Mayor which he feels will be lower than the State vendor. A conversation followed on Woodfield Road, trees that are currently at a 45-degree angle have been added to the list, quotes have not been received as of yet. Mayor Calamari stated an insurance claim was put in for those trees that fell, but it was rejected. Mr. Snyder spoke at length of his concern of raised sidewalks due to tree roots, and the responsibility being that of the homeowner. He spoke specifically of the area by the shopping center. Mayor Calamari stated he will pass on the information to Joe Setticase, our new Code Enforcement Official.

A motion was made by Councilman Cascio, seconded by Councilman Cumming to close the general public discussion.

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.

Nays: None.

Absent: Councilman Bruno.

PRESENTATION

Firehouse and Ambulance Corps Buildings

Robbie Conley, Architect

Councilman Ullman – It is great we are having the presentation. Council did receive the expenses, Section 6 of a report, and it would have been helpful if we had the full report.

Mayor Calamari – Most of the beginning of the report was just the study of looking at the existing building.

Councilman Ullman – I believe it would be beneficial to understand the existing and what is being presented and proposed, as well as the expenses, to see a bill it would be nice to see what led up to the amount presented.

Mr. Conley – My name is Robbie Conley, I am the architect and owner of Robbie Conley Architect, hired to do a Needs Assessment/Deficiency Report of the Fire Department property. A little bit about myself, I have been a firefighter and I have been in the fire service for 35 years, architecture for 30 years. I was the Chief of the Woodbury Heights Fire Department for 10 years, Councilman in my town for 3 years and Mayor of Woodbury Heights for five months. We have substantial experience throughout the State of New Jersey in emergency service buildings, Police, Fire, and Ambulance buildings. We just finished up the new Montvale Firehouse, we worked with the borough of New Milford on renovations and additions to both of their fire houses, and we also designed a new New Milford Police Station. We have worked for over 50 emergency service clients throughout the State of New Jersey. Basically, what we do is look at the existing facility, property, and the site access. The existing building sits off of Washington Avenue, there is enough acre space to move vehicles out, it is a little tight with the arrow device, but behind the building there is not additional property due to the slope. Site access seems to be adequate, and there is enough parking on both sides, and ample amount/enough acre space out front. One of the things with the siting of the existing fire house, I noted several times while out there, that traffic does back up off of Pascack Road, and I am not sure how you guys pull out in the traffic, when that is happening, but I did hear that you were looking at getting flash signs at both sides, which will help out in the future. The inside of the building is broken apart in operations, administration, and house operations. Operations itself is the operation of the firehouse, such as engine bays, those sorts of things. As you can see the engine bays are very tight, very small, they are designed for fire apparatus that is much smaller than what it is now. There is very little space between the side of the engines and the walls, you can see where your ladder truck was pulled in, it is in the back, there is other equipment, and it is tight between the top of the vehicle to the ceiling and the overhead door. The building worked well when the vehicles were smaller, but firetrucks of today, are larger, taller, wider, they don't seem to fit in the building very well. In the engine base, there is tightness of the wall between the two vehicles, there is not enough space to open doors if two trucks are next to each other. Currently the radio room is a multi-purpose room, where there are radios set up and items stored in the area, not necessarily a good condition for your radio operations. The turnout gear is stored in one of the engine bays, which was cleared out so it does not fit a vehicle any longer, that is where the fire apparatus is stored, but it not an ideal or good situation. There is an exhaust system that sits up in the ceiling that cleans diesel fumes that come out of the vehicles, and the fire gear is sitting right here, so when the trucks start up, the diesel fumes get on the turnout gear, which is basically incombustible material that is going

onto what firemen need to wear going into a burning building. The maintenance room is more of a maintenance/storage area, these guys need to maintain their equipment, hand equipment, small tools, chain saws, what not, and there is really not an area to do that. This is a tight little closet that they are trying to use as a maintenance room. The SCBA (self-contained breathing apparatus) the firefighter's lifeline when they enter a burning building, currently the bottles are stored out in the engine bay, there is really not a clean area or an area to store this that is not part of engine bay, there is not a separate closet, office area or space. There is some storage underneath the stairs, as well as the second floor, and the attic, and the rest of the storage is in back of the engine base next to the vehicle, there is really no storage space in the building for the equipment, and spare equipment. The Needs Assessment was done, it shows they should have an engine room of about 4,988 or 5,000 square feet, maintenance room about 300 square feet, radio room about 300 square feet and a self-contained breathing apparatus room of about 145/150 square feet. Those areas not what is currently in the building, there is no adequate room for any current or future apparatus, future apparatus is getting bigger, it is not only fire trucks, and it cannot fit into the current building. The ladder truck that was purchased had to be modified, a custom vehicle to fit into those doors, and that is one of the things you pay extra for, because the fire house was not big enough. Dedicated Radio Room, dedicated decontamination room/area, which does not exist in the building now, adequate Maintenance Room, Turnout Gear Room, and Dedicated General Storage, these are all things that are deficient or lacking within the current facility. Administrative spaces, the Chief's office is nothing more than a closet, it is maybe 5 x 5 or 6 x 5, it is not really what is considered an office, it is a common office, there is really no space for office areas that are required, the records that the Fire Chief keeps, such as personnel records, need to be kept under lock and key, they are not things that the general public or firefighters are supposed to see. There are HIPPA/OSHA rules, and many requirements that the Fire Chief has, even as a volunteer department, items that are private, need to be under lock and key. On the second floor there is a nice little storage case/cabinet trophy case, the members see it, but it would be nice for this to be moved into the first floor for the public to see some of the things the department takes pride in, also if other departments come in for training or mutual aid assignment, they can see the memorabilia also. The history and pride of the organization plays a big part in the volunteers. There is a Meeting Room up on the second floor, there is a sofa there, it is really a multi-purpose room. The Boiler Room seems adequate, but again there no storage in the building, there is a shop vac, a ladder, other things stored in the space due to the fact there is not enough storage space in the building. The spaces that they should have according to the Needs Assessment is separate Conference Room, Copier/Equipment Room, small table, which is useful for when there is testing, Archive Storage Room, Lieutenants Office, Chief/Deputy Chief Office, Captain/Battalion Chief Office, future office and miscellaneous space. These areas do not exist. House operations is needed, the kitchen is in decent shape, it does have a commercial hood, and meets the Code. The gear wash located in the back of the engine bays, at the rear of the ladder truck, there is not enough room for a Laundry Room. Lacking are men lockers/showers, women locker/showers, multi-purpose training room, storage room, Meeting Room and separate male and female bunk rooms.

Councilman Ullman - Is this based on the optimum layout or is this what was identified by the Fire Department staff.

Mr. Conley - These are the needs that were identified by the Fire Department staff, and basically what a fire house in 2018 should have and is required to have per NFBA, Division of Fire Safety

Councilman Ullman - When I read your write-up, in the event the Department is a career full-time firefighters, you would need to have a bunk room.

Mr. Conley – At this time, bunk rooms and locker shower rooms, are not necessarily required, as you don't have full-time. If your guys are there for a storm stand-by, or are there for a few days because of another Sandy or Irene, most Fire Departments are putting in bunk rooms, and if you put in bunk room you would need to have one or two separate bedrooms and/or male and female facilities. When you go to a fire today, and your crawling through soot and dirt, and water running up your legs, getting this material on your clothing, which is something you should not be taking home to your family, there should be a place where you can get changed, quick shower, and go home to your family. That is where the locker rooms bunk rooms come in. Are they necessary now, no, they are nice to have but not a need to have, so they are kind of in the middle.

Mayor Calamari – If we go ahead with this, we are looking at something for the next 50 years, and so even though it is not needed now, we don't want to say in 20 years we should have done this because there are no volunteers anymore.

Mr. Conley – That is correct, when we do this we are looking at the needs of the department today and we are trying to project 20/25 years down the road. We are designing so to last 50, 75 years or even 100 years, so we are trying to predict further down the road what may happen. I know that a lot of Counties, and areas at this time are going more towards paid firefighters, per diem firefighters, not necessarily full paid employees, but per diem firefighters during the day and overnight hours.

Council President DeSena – The existing PEOSH distances between the trucks, is this an issue right now, they are below the minimum requirements.

Mr. Conley – They are below the minimum requirements, and is dangerous.

Council President DeSena – The diesel removal system, from clothes, we have enough for a magnetic muffler boot to go on and slide down that area, which is too small right now.

Mr. Conley – Correct.

Council President DeSena – Your square footage includes the walkway becoming PEOSH acceptable widths.

Mr. Conley – Yes, the diesel exhaust system that you have is an okay system for modifications for an existing facility, NFPA states source capture diesel exhaust system. What you have is a not a source capture system, you are talking the magnetic connection, which is actually source capture. We were asked to also include an EMS Facility. We did an efficiency report on the EMS Facility, and a quick needs assessment, so we can get an idea of the space, so if the EMS were to combine in with this. Basically, we looked at was two ambulance bays, at approximately 900 square feet, men and female lockers and showers, separate meeting/training room, separate day room, separate male and female bunk rooms, and a residential kitchen area, which is basically the bare minimum of what you would need to operate an EMS facility. I also spent 23 years as an emergency medical technician, and was the Ambulance Captain of our ambulance that was part of our fire department. We spoke at a meeting and came up with these spaces, which would be approximately a 3000 square foot space.

Councilman Ullman – They have no need for administrative offices?

Mr. Conley – I believe the meeting/training room would be able to double as an administrative office.

Councilman Ullman – They don't have the HIPPA requirements?

Mr. Conley – They do, the floor plan does have an office, but this was something we did halfway through the process as we were moving on. This is basically our solution for the building. When looking at the building an EMS addition on the

one side of the building, and a fire addition on the other side of the building. The existing building would be able to be used for utility and two ambulances. If the ambulances need to be separate, a wall can be built here to separate the ambulance. These designs were done without a whole lot of input from the Fire Department and no input from the Ambulance Corps. This is just a possibility of a design that would work so we can put a dollar amount to. If you to move forward with the actual project we would sit down, go through a schematic design process, for that portion of the project, this a conceptual design, it is not necessarily the building that we are suggesting that you build, and a dollar value to it. We do the multiple solutions, and a cost for a new building so you can look at the order, the magnitude and have an idea of how much money you would need if you were to do one of these additions, renovations or new facility. On the design for an addition, there is a lobby, stairs, elevator, rooms in the back, maintenance space, four engine bays, two of them deep enough for longer trucks, aerial apparatus, SCBA, smaller storage space here across the back and added another bathroom on one side. On the mezzanine level, which is part of the addition, there are the lockers, showers, bunk rooms and a small ready room in the front. On the second floor, we utilized the circulation space, which goes up, couple of offices, meeting room, kitchen space and lounge, this one would be about 4.4 million dollars, add the ambulance, it is about a million dollars more, making it about 5.4 million dollars. Solution number 2, addition in the center, radio room, keeping the first floor of the existing building for the smaller vehicles, pick-up trucks, ambulances, with a wall separating the ambulance from the rest of the bays. The main difference is we left out the mezzanine, but went directly to a larger 2nd floor, which would have bunk room, lockers, showers, office, keeping the meeting room, kitchen, lounge as they are. This design is 4.7 million for just the firehouse, with the EMS is 5.7 million. Third solution is taking the existing building, and turning it into administrative space, rather than trying to put apparatus in the existing building, we turned that in administrative space, bathrooms, meeting room, office area, radio, storage room and engine base, all in new construction, putting the ambulance in separate bays, the second floor becoming the house operations, where there are the bunk rooms, lounge, that sort of stuff is on the 2nd floor of the building. The cost is 4.1 million for just the Fire Department, and 5.2 million for the EMS. Looking at a new building, based upon the needs we came up with, would be approximately 5 million for the Fire Department, or 6 million for Fire and EMS. The designs for the new building are not done at this point, but if that is the direction the Township would like to go, then we would design that facility within the budget. The cost estimate for a new building 5 million for fire only, just under 4.5 for scheme one, over 4.5 million for scheme 2 and 4 million for scheme 3, including the EMS. The new building is 5.9 million, scheme 1 would be 5.4 million, Scheme 2 would be 5.9 million, and scheme 3 would be 5.2 million. The benefits of a new firehouse, you have a building with a 50/75-year life span, new buildings are insulated, meeting the energy saving money on the operation now and into the future. New buildings will meet at the current codes, safety and security, the new building is much easier to maintain and take care of in the future, rather than putting all the money into an older facility. The new building will meet the barrier free sub-code requirements as so will the additions and renovations. Maintenance spaces will be available, and all requirements will be met with a newer building. This concludes our presentation. As you will see in the booklet, we went through every space in the building, and we used a semi-scientific method, we looked at the furniture, and equipment that is required in each space. We put the square footage of that equipment and furniture, adding square footage for the occupancy load, that is how we come up with the size of each space, and what the requirement is. We are making sure that the building we would be designing is not oversized, not too small, and it will able to meet the current needs and future needs of the firehouse.

Councilman Ullman – Is there an option for a drive-through?

Mr. Conley – Not on this site, unless we make it a separate building on that site, due to the depth of the site being so limited for that scope.

Councilman Ullman – Would a new building support a drive-through?

Mr. Conley – Probably not, due to the depth of it, unless we were able to turn the building side-ways and utilize most of that site. I would suggest if you were to take the parking area, further east on Washington and build a new building there, once it is completed, you tear down the old building, move the parking over there, that way you don't have all the people walking in front of the firehouse, plus you are moving the parking area a little bit closer to the intersection and the bus stop. It is my understanding that the Township also owns the red house, so there is a decent amount of property, but unfortunately unless you were to move the building 90 degrees, both bays/drive through bays would be difficult on the site just because of the depth of the site.

Councilman Ullman – You also mentioned this is built for tomorrow, there is a trend of paid fireman day and night. Did you do an assessment of the current calls and does the equipment that is in there, is it needed, are all four needed, do you need three, have you done that assessment or are you basing it on what we currently have?

Mr. Conley – We are basing it on what you currently have and the ideas of the operations from your current officers. We are not doing a fire protection study, we are just doing a fire facility study. To do a fire protection study, would be a whole lot more detail.

Councilman Ullman – In the future, there are trends towards consolidation of fire departments, sharing of equipment, and a building of this size may not be necessary in 20 years.

Mr. Conley – That is definitely a possibility. One of the things with buildings that we design, we try to design every firehouse with as few bearing walls as possible and as few walk walls as possible, most of the partitions within the buildings are metal studded dry wall, because they are really easy to change in the future. I know when I joined the fire service in 1982, weapons of mass destruction were nothing that we even thought about, today since September 11th, it is something that is in the minds of every first responder, and it is something that we are now trained for, it is a whole different world than it used to be. In my town, we used to go out for a lot of brush fires, not many alarm systems, now we don't get brush fires, but we have alarm systems every day, it is the change in the trends, we cannot predict what is going to happen, the best we can do is have an educated guess.

Council President DeSena – Mr. Conley do you feel that the schemes that you presented 1, 2, and 3, based on the age of our firehouse, if we were to go with Scheme 1, 2 or 3, it is safe to say 20% contingency would be enough for all of our conditions. Looking at Scheme 2, you are a quarter of a million dollars away from building a new building, and you don't have any anticipated or unforeseen conditions when you open up the wall. Are you comfortable with that building, with the lack of maintenance that it has had in the past years, that 20% would be enough or do we need to do some more investigating?

Mr. Conley – I think if we were to go that direction, we should probably do more investigation, especially on the back walls on the 1st floor.

Council President DeSena – When we start opening that up, and the contract comes out for a change order of \$100,000 for the back wall, if it is water logged, these are questions we are going to ask.

Mr. Conley – I agree, we are doing a good job with cost estimates, and change orders to a minimum, but I can tell you we had some issues with on both of the

New Milford firehouses, with renovations and additions, unforeseen conditions on both of those projects, and he would expect to have them here also.

Council President DeSena – We can go through that 20%, then be at 40% or 50% and then we are going to sit here and say why didn't we build a new building.

Mr. Conley – Looking at these numbers, my recommendation, unless you definitely could not afford it find a way to build a new building. You are going out to bond for 30 years, I am not a bond expert, but I do many of these buildings, and I do know something about bonding and long-term financing. If you are looking to bond a building for 30 or 40 years, there is not a whole lot of difference when you are talking about \$500,000 or \$600,000 to the residents, when you are talking about how much it will cost each resident you are speaking of dollars per year. My recommendation would be to look at everything based on a new building and then if you find it is impossible for you to be able to afford that, but you know that you have to do something, then look at all of the other options.

Mayor Calamari – We asked the firm to do both, because we knew the question would come up, seeing that the numbers are so close, I tend to agree with you.

Council President DeSena – Do your fees including County Planning Board?

Mr. Conley – Yes, basically what we are talking about above the line is what we call bricks and sticks, close to the actual building, cost of the new construction, cost of the renovation, addition, alteration, site work, demolition, we even put a ball park for furniture, new diesel exhaust system, other specialized equipment of about \$30,000, new emergency generator, that gives you the construction cost. We added a number for professional fees, which would be engineering, going in front of the County Planning Board, doing everything needed to get approvals. We also put in a legal reproduction fee, that is approximately what it is going to cost for bonding, that is actually a number the State uses for educational facilities.

Council President DeSena – In theory, if we went the new route, the contingency will get reduced, since there are not as many unknowns.

Mr. Conley – Correct. I usually drop the new construction down to 10, and we would be comfortable to lower that a bit more once we get a geotechnical engineer out there. There is a parking lot there, and it may have been there for years, I am not sure. We did a project in South Orange, where there was a parking lot there for years, it was the town property, as soon as we started digging we found a foot foundation there, that was not properly filled in. Once we do the Geotech, and we knew what was underground, we might be able to get that number down a bit.

Mayor Calamari – We currently have a grant for an emergency generator, but we have to tell them exactly where we would put it within the next nine months, otherwise the grant will expire.

Council thanked Mr. Conley for the presentation.

Council President DeSena called for a five minute break at 8:45 p.m.

Public session was reconvened at 8:50 p.m.

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 independent consideration, any Council Member may have such item removed from the Consent Agenda.

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to the Consent Agenda.

Councilman Ullman stated he would like the following resolutions pulled, 18-270, 18-272, 18-273, 18-277, 18-278, 18-279, 18-281, 18-283 and 18-284.

Roll call pulling the above resolutions:

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Nays: None.
Absent: Councilman Bruno.

Roll call adopting resolutions 18-271, 18-274, 18-275, 18-276, 18-280, 18-282.

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Nays: None.
Absent: Councilman Bruno.

Resolution No. 18-271

Authorize rejecting proposals for Grant Writing Services received and authorize Administrator to re-bid competitive contract

WHEREAS, on June 28, 2018, the Township of Washington received proposals pursuant to *N.J.S.A. 40A:11-4.1* for Grant Writing Services; and

WHEREAS, the proposals substantially exceed the cost estimate for the services to be provided; and

WHEREAS, it is the recommendation of the Business Administrator that the proposals received for Grant Writing Services be rejected and the contract be re-solicited after substantial revisions to the specifications are made.

NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Washington, in the County of Bergen, New Jersey that the proposals received for Grant Writing Services pursuant to *N.J.S.A. 40A:11-4.1* are hereby rejected, in accordance with the provisions of *N.J.S.A. 40A:11-13.2(a)* and *(d)*; and

BE IT FURTHER RESOLVED that the Business Administrator is hereby authorized to re-solicit the contract for Grant Writing Services.

Resolution No. 18-274

Authorize the advertisement for bids for road improvements on Woodfield Avenue

WHEREAS, the Council of the Township of Washington has determined to undertake a project for the improvement of Woodfield Road within the Township to be paid in part by a non-matching grant awarded on May 17, 2017 by the New Jersey Department of Transportation in the sum of \$165,627.00; and

WHEREAS, the Township Council has a need to advertise for bids for said project;

NOW, THEREFORE, BE IT RESOLVED by the Township Council that the Business Administrator is authorized to advertise for bids for said project based on specifications to be prepared by the Township Engineer.

Resolution No. 18-275

Authorize refund of pro-rated property tax balance and cancel future property tax bills, veteran exemption, B4313.01/L18, 516 Calvin Street

WHEREAS, Mr. Thomas Carbone, who resides at 516 Calvin Street, block 4313.01 Lot 18, was granted a permanent disability resulting from service connected injuries as declared by the United States Veteran's Administration, pursuant to *N.J.S.A. 54:04-03.30*, which grants total exemption from local property taxes and;

WHEREAS, the Township Council of the Township of Washington, New Jersey, authorizes the Tax Collector, Ashley A. Morrone, through this resolution to cancel the pro-rated property tax balance of \$6,135.02, to cancel future property tax bills and to issue a refund in the amount of \$743.04 to Mr. Carbone for overpayment of taxes.

Resolution No. 18-276

Authorize refund of pro-rated property tax balance and cancel future property tax bills, veteran exemption, B4415/L33, 320 Hickory Street

WHEREAS, Mr. Edward Culbert, who resides at 320 Hickory Street, block 4415 Lot 33, was granted a permanent disability resulting from service connected injuries as declared by the United States Veteran’s Administration, pursuant to N.J.S.A. 54:04-03.30, which grants total exemption from local property taxes and;

WHEREAS, the Township Council of the Township of Washington, New Jersey, authorizes the Tax Collector, Ashley A. Morrone, through this resolution to cancel the pro-rated property tax balance of \$6,220.29, to cancel future property tax bills and to issue a refund in the amount of \$1775.54 to Mr. Culbert for overpayment of taxes.

Resolution No. 18-280

Authorize refund of recreation fees, Suzanne Esterlis, \$880.00

BE AND IT IS RESOLVED, by the Township Council of the Township of Washington that the Township Treasurer is hereby authorized to refund the following recreation fees:

Suzanne Esterlis
212 Ackerman Avenue
Emerson, NJ 07630

Refund for Withdrawal from Summer Camp	\$375.00
Refund for Excursions (6)	\$ 95.00
Refund for After Care	\$435.00
Administrative Fee	-\$ 25.00

Refund Amount: \$880.00

Resolution No. 18-282

Authorize refund of recreation fees, Maureen Ripalda-Garcia, \$265.00

BE AND IT IS RESOLVED, by the Township Council of the Township of Washington that the Township Treasurer is hereby authorized to refund the following recreation fees:

Maureen Ripalda-Garcia
588 Jackson Avenue
Township of Washington, NJ 07676

Refund for Withdrawal from Summer Camp	\$ 290.00
Administrative Fee	-\$ 25.00

Refund Amount: \$265.00

A conversation followed on the implementation date, and getting an explanation from the CFO.

A conversation followed on Resolution No. 18-270, Councilman Ullman spoke of his concern in particular with the implementation date of year end. The cover page states the governing body should approve within 60 days of receipt, which was June 29th. Councilman Ullman stated his request of the Mayor is whoever is responsible for any of these items explain why it is taken to October 31 and if the date can be brought forward. Mayor Calamari replied he will make that request. A conversation followed on passing the resolution as is, then getting an explanation. Council President DeSena stated he would like the date moved up without explanation.

A motion was made by Councilman Ullman, seconded by Councilman Cumming to pass Resolution No. 18-270.

Ayes: Councilmen Cumming, Ullman, Council President DeSena.
Nays: Councilman Cascio.
Absent: Councilman Bruno.

Resolution No. 18-270

Approval and Acceptance of Corrective Action Plan

WHEREAS, the 2017 Annual Audit of the Township of Washington, conducted by Louis C. Mai CPA & Associates, Certified Public Accountants, contained certain recommendations requiring action; and

WHEREAS, these recommendations have been reviewed by the Chief Financial Officer; and

WHEREAS, Local Finance Notice CFO-97-16 issued November 19, 1997 by the Division of local Government Services requires that all municipalities prepare and submit a Corrective Action Plan as part of the annual audit process; and

WHEREAS, the Chief Financial Officer, in accordance with the requirements promulgated by the New Jersey Division of Local Government Services, has developed a Corrective Action Plan to address the findings and recommendations listed by the auditors for approval by the governing body within sixty (60) days of receipt of the audit report received June 29, 2018; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, Bergen County, New Jersey, that the Corrective Action Plan for the 2016 Annual Audit, hereto attached, is hereby approved and accepted; and

BE IT FURTHER RESOLVED that the Township Clerk is hereby directed to transmit a certified copy of this resolution and its attachments to the Director of the Division of Local Government Services.

A conversation followed on Resolution No. 18-272, the cooperative is for one of the places that gave the Township a quote on the Senior Bus, which would give us the ability of purchase of 18-seater, two ADA chair assessible, which has already been constructed. The firm has supplied such a bus to three other municipalities in the County.

A motion was made by Councilman Cumming, seconded by Councilman Cascio to pass Resolution No. 18-272.

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Nays: None.
Absent: Councilman Bruno.

A conversation followed on Resolution No. 18-273,

Councilman Ullman questioned Resolution No. 18-273, is the Township Risk Manager appointed in accordance with Public Contract Law, does the contract

need to be approved by the Council. Mr. Poller stated the Township funds do not pay him, it comes through the JIF, there is no requirement, the JIF accepts the appointment by the Mayor in our form of government. JIF Stated it would accept a designation by a Mayor or a resolution of the Council. Councilman Ullman he requests that JIF provide in writing their interpretation.

A motion was made by Councilman Cumming, seconded by Councilman Ullman, to approve Resolution No. 18-273.

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Absent: Councilman Bruno.

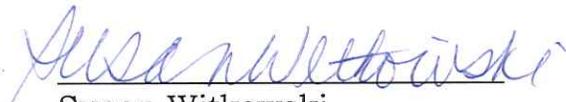
The following resolutions were not passed due to lacking of Administrative fees:

Resolution No. 18-277
Resolution No. 18-278
Resolution No. 18-279
Resolution No. 18-281
Resolution No. 18-284

A motion was made by Councilman Ullman, seconded by Councilman Cumming to adjourn to Conference Session.

Ayes: Councilmen Cascio, Cumming, Ullman, Council President DeSena.
Absent: Councilman Bruno.

Time Noted: 9:08 p.m.


Susan Witkowski
Township Clerk


Michael DeSena
Council President

Approved: December 3, 2018

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
CONFERENCE PORTION/PUBLIC SESSION

August 6, 2018

Members present: Steve Cascio, Arthur Cumming, Michael Ullman, Council President Michael DeSena. Also present: Peter Calamari, Mayor; Ken Poller, Attorney; and Susan Witkowski, Township Clerk.

Absent: Administrator Cavallo; Councilman Bruno.

Administration

Infrastructure Study – The study will not be completed until the DMF Study is reviewed.

DMF Study Update – A draft of the DMF study was received by the Mayor on Saturday. The study will be sent out for everyone to review.

Pedestrian Signs – Officer Glock will be asked for a listing of where the signs will be placed.

Flag system at crosswalk – Officer Glock will be asked for guidance on this issue.

Intersection Update – Council President DeSena spoke to Nancy Dargis, the plans will be to us Friday. Mr. Azzolina to take and complete. As soon as they are received, they will be given to Council.

Movie Night – There will be one this year, assuming it is successful more will be planned next year.

Broken Chairs – Sample of a new chair are in Council chambers. Please give the Clerk your opinion at the end of the meeting.

Quest Update – A report and cost estimate was given to Council. The next step would have Quest come to a Council meeting to give the next phase of the project, where the Township stands, what needs to be done to complete the project, along with what is required to do even if nothing is done with the DMF building. A conversation followed on contacting the DEP regarding contamination on the site of the existing firehouse.

Council

Ordinances and Legislation

Police Traffic Study – Reduction of Speed limit - Both the Chief and Officer Glock reviewed Captain Hackbarth's findings at the time and they both concur.

Change form of government – A two-page hand-out was included in Council's packets. Council President DeSena stated he has spoken with Councilman Cascio on this subject. He stated he would like Council to read it at their leisure, but it seems that Council/Manager form would fit into the Township of Washington very well, with a Council of 5, everyone being at large, non-partisan, a rotating Mayor, with staggered elections, two- and four-year terms, since not everyone is up for re-election at the same time. Mayor Calamari requested a copy. A conversation followed on Council deciding this by petition, as was previously stated, or doing something Council orientated. This subject will be discussed at the next few Council meetings.

Financials – CFO report regarding the BAN sale. Typo will be corrected, it should read 1.096 instead of 1.906.

Miscellaneous

Trees – A conversation followed on the sub-division located at Jackson and Crest, and for trees that were removed, which was in conformance with the Planning Board decision, along with others that were removed due to disease. The strengthening of the current Township tree ordinance was discussed, with Mr. Azzolina attending a future meeting for that discussion, and whether or not a Developer’s Agreement is in place for this location. A conversation followed on including in the ordinance the protection of trees during construction, and replacement of trees with a larger caliber tree.

Mayor Calamari stated he noticed the “Change in the Form of Government” has Councilman’s Bruno’s initials next to it. He understands Council President DeSena and Councilman Cascio had a conversation, but would like to know if Councilman Bruno was involved in this discussion.

Council President DeSena replied there was no violation of the “Sunshine Law.” Councilman Bruno did put it back on the Agenda, but Councilman Cascio and himself did have the conversation.

Resolution No. 18-285

Closed Session, August 6, 2018

WHEREAS, the public is invited to attend all Meetings (whether denoted public or conference sessions) of the Township Council in accordance with its general practice and the Open Public Meetings Act; and

WHEREAS, the Legislature of the State of New Jersey declared that the public has a right to attend all meetings of the public bodies at which any business affecting the public is discussed or acted upon in any way except as set forth in the Open Public Meetings Act (N.J.S.A. 10:4-12), which provides for the exclusion of the public from the portion of a meeting at which certain enumerated matters are to be discussed; and

WHEREAS, the Township Council has determined that, because of the nature of the subject matter to be discussed, the public should not be present at that portion of the meeting of the Township Council at which certain specific matters encompassed by N.J.S.A. 10:4-12 are to be discussed;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Washington that, pursuant to the express provisions of the Open Public Meetings Act, the public be excluded from the meeting or portion of the meeting (denoted as an “executive” or “closed” session) in which the following matters are to be discussed:

1. Any matter which, by express provision of federal law or State statute or rule of court shall be rendered confidential or excluded from the provision of subsection of a. of this section.
2. Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
3. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendation, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance, and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information

relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

4. Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

5. Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed. **PROPERTY ACQUISITION**

6. Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

7. Any pending or anticipated litigation or contract negotiation other than in subsection b. (4) herein in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer . **PLANNING BOARD LAW SUIT**

8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **PERSONNEL**

9. Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act or omission for which the responding party bears responsibility.

BE IT FURTHER RESOLVED, that it is not possible as yet to fix the time when or the circumstances under which the discussion conducted in Closed Session can be disclosed to the public. It is anticipated that the subject matter under discussion will be made public when finalized.

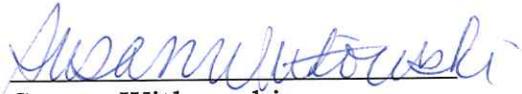
BE IT FURTHER RESOLVED, that notice is hereby given that the Township Council may find it necessary to take action at the conclusion of the executive/closed session; that such action if taken, will occur in open session; that you are invited to stay in the Municipal Building during the executive/closed session; that the doors to the Council chambers will be opened and an announcement will be made if the Township Council will be going into open session; and you may be present during such open session.

_____The Township Council anticipates that an open session will be necessary.

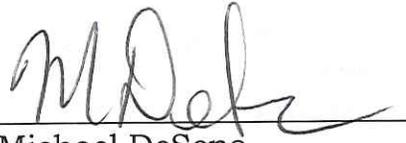
X The Township Council anticipates that an open session will not be necessary.

MOTION		SECOND		COUNCIL	AYES	NAYES	ABSTAIN	ABSENT
Bruno		Bruno		Bruno				X
Cascio	X	Cascio		Cascio	X			
Cumming		Cumming		Cummings	X			
DeSena		DeSena		DeSena	X			
Ullman		Ullman	X	Ullman	X			

Time Noted: 9:29 p.m.



Susan Witkowski
Township Clerk



Michael DeSena
Council President

Approved: December 3, 2018