

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
BUDGET MEETING  
Monday, February 25, 2019

CALL TO ORDER – 7:02 p.m.

STATEMENT

Welcome to the Special Public Meeting of February 25, 2019 of the Township of Washington Township Council. Adequate notice of the meeting was given in accordance with the Open Public Meetings Act by the Township Clerk to at least two (2) newspapers on February 19, 2019, 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 FLAG - led by Council President DeSena

ROLL CALL

Councilmen Cascio, Cumming, Ullman, Council President DeSena  
(Also, in attendance Robert Tovo, Administrator; Judy Curran, CFO and Susan Witkowski, Township Clerk) Mayor Peter Calamari was absent. Councilman Bruno arrived at 7:20 p.m.

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.

Seeing none.

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.

DISCUSSION

2019 Budget

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There is no contract for General Engineering, but one is being worked out to include no charge for all meeting, conversations, phone calls. The intersection proposal is being taken out of the \$400,000 that Council put into Capital last year. All work regarding the intersection has been turned over by Azzolina & Fuery to Boswell Engineering. Curb cuts will be done by Thursday. The original proposal from Azzolina regarding the intersection has been completed, and will be utilized by Boswell. At this time Azzolina & Fuery have been paid, monthly invoices no longer show outstanding invoices. Going forward, Best Practices, an actual individual bank account will be created for each escrow account and Boswell Engineering will be handling stormwater management.

Councilman Cascio asked to keep Director of Public Affairs at \$1,250 to align with other Directors. Councilman Ullman stated he agrees, and if the Mayor would like to readdress it, he can.

<b>9-01-20-406-100</b>	<b>Public Affairs Salary &amp; Wage Director</b>	<b>Decrease to \$1,250 FLAG if Mayor want to readdress</b>
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<b>9-01-20-406-200</b>	<b>Public Affairs other expenses</b>	<b>ELIMINATE</b>
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More information to follow to see how the calendar was subsidized. The Township Clerk explained that there was a new vendor, and the Senior population does request the calendar.

<b>9-01-20-406-220</b>	<b>Public Affairs/Postage</b>	<b>FLAG/MORE INFO</b>
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Councilman Bruno arrived at 7:20 p.m.

Vote on the following line item:

Councilman Cascio suggested calling it an "Employee Appreciation Party" instead of a "Holiday Party." Councilman Ullman suggested on having a luncheon. A conversation followed on putting more monies in the line item due to more employees attending. Councilman Cascio states yes, he is in favor. Councilman Ullman states yes. Councilman Cumming states yes, he is in favor. Councilman Bruno states no. Council President DeSena states yes, he is in

favor. Councilman Bruno asked that other restaurants be looked at, such as Bacari.

<b>9-01-20-406-230</b>	<b>Public Affairs/ Employee Holiday Party</b>	<b>Decrease to \$8,000</b>
<b>9-01-20-406-250</b>	<b>Public Affairs Meetings</b>	<b>FLAG</b>
<b>9-01-20-406-470</b>	<b>Public Affairs Printing</b>	<b>FLAG</b>
<b>9-01-20-406-500</b>	<b>Public Affairs Misc.</b>	<b>Decrease to \$1,000</b>
<b>9-01-20-406-510</b>	<b>Public Affairs Calendar</b>	<b>FLAG</b>
<b>9-01-20-406-820</b>	<b>Public Affairs Computer Supplies</b>	<b>ELIMINATE</b>

A conversation followed on video-taping Planning Board Meetings for larger applications, with using less intensive taping methods. The concern of how to prioritize which meetings will be taped and which meetings will not.

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After a discussion regarding “Department of Law – Salary” Council President DeSena requested the Township Clerk to issue a RICE Notice to Mr. Poller.

<b>9-01-20-155-120</b>	<b>Extraordinary Services &amp; Litigation</b>	<b>ELIMINATE</b>
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<b>9-01-20-155-240</b>	<b>Dept. of Law Subscriptions &amp; Books</b>	<b>ELIMINATE</b>
<b>9-01-20-155-260</b>	<b>Dept of Law – Other Legal Services</b>	<b>FLAG</b>
<b>9-01-20-406-320</b>	<b>Dept of Law – Consulting</b>	<b>FLAG</b>

It was agreed a Budget Meeting will follow after the Public Meeting on March 4<sup>th</sup>. Mr. Poller will be issued a RICE notice. Council President DeSena requested the

Salary Line, Potential Litigation, and costs associated be put on the Agenda for Closed Session for further conversation and direction to justify the \$20,000.

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A conversation followed in increasing the 1.5% to at least 2% across the board. Mr. Tovo stated the system needs to be revamped and have documents in personnel files, positive and negative. Council President DeSena requested to look into a third party for the Planning & Zoning Board minutes to be completed.

<b>9-01-21-180-120</b>	<b>Planning Dept. Secretary Meeting Fees</b>	<b>FLAG per Adm. Tovo</b>
<b>9-01-21-180-250</b>	<b>Planning Board Dept. Dues Mtgs, Conf</b>	<b>FLAG</b>
<b>9-01-21-180-260</b>	<b>Planning Board Legal Dept. Services</b>	<b>FLAG</b>
<b>9-01-21-180-320</b>	<b>Planning Board Dept. - Consulting Non-Legal</b>	<b>FLAG more info Adm. Tovo</b>
<b>9-01-21-185-110</b>	<b>Zoning Office/Board Secretary</b>	<b>FLAG</b>

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<b>9-01-21-185-120</b>	<b>Zoning Office - Zoning Officer</b>	<b>FLAG</b>
<b>9-01-21-185-130</b>	<b>Zoning Office - Code Enforcement Official</b>	<b>FLAG</b>
<b>9-01-21-185-140</b>	<b>Zoning Board - Secretary Meeting Fees</b>	<b>FLAG</b>

A conversation on having an organizational chart, with each employee's responsibilities, who they report to and the compensation associated with employee.

<b>9-01-21-185-250</b>	<b>Zoning Office - Dues, Meetings, Conf</b>	<b>Increase to \$750.00</b>
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<b>9-01-22-195-110</b>	<b>UCC Official</b>	<b>FLAG</b>
<b>9-01-22-195-130</b>	<b>UCC Plumbing</b>	<b>FLAG</b>
<b>9-01-22-195-140</b>	<b>UCC T.A. OT</b>	<b>FLAG</b>
<b>9-01-22-195-150</b>	<b>UCC 2<sup>nd</sup> TA</b>	<b>FLAG</b>

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<b>9-01-22-195-160</b>	<b>UCC Electrical</b>	<b>FLAG</b>
<b>9-01-22-195-170</b>	<b>UCC Fire Code</b>	<b>FLAG</b>
<b>9-01-22-195-180</b>	<b>UCC Head TA</b>	<b>FLAG</b>
<b>9-01-22-195-185</b>	<b>UCC Sub Inspector</b>	<b>FLAG</b>
<b>9-01-22-195-187</b>	<b>UCC Bldg/Plumb Insp</b>	<b>FLAG</b>

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<b>9-01-22-195-280</b>	<b>Mileage Stipend</b>	<b>FLAG</b>
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<b>9-01-23-220-000</b>	<b>Health, Dental, Life</b>	<b>*\$780,000 Contractual</b>
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*\*Flagged until Mayor's recommendation.*

*\*Skipped to Page 44*

*\*All Departments will be coming in to do presentations.*

**PAGE 44** (Community Service Act)

**PAGE 52** (Parks – Building Maintenance)

A conversation followed on park field maintenance, locks are needed for the bathrooms, as well as bleachers that need to be replaced, and issues at the at the playgrounds. Roof repair on Township buildings was also discussed.

<b>9-01-28-377-200</b>	<b>Rehabilitation of Memorial Field</b>	<b>FLAG/PLAN NEEDED</b>
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Any additional expenses for Library will be in Capital.

<b>9-01-30-445-000</b>	<b>Accumulated Leave Compensation</b>	<b>FLAG/INFO NEEDED</b>
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Time noted: 9:25 p.m.

  
Susan Witkowski  
Township Clerk

  
Michael DeSena  
Council President

Approved: April 15, 2019

*Next Budget meeting will be held on Monday, March 4, 2019, at the regular Council Meeting, suspending the Conference Session for a Budget Session.*