

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY

REGULAR MEETING MINUTES

July 16, 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 7:31 p.m. by reading the following statement.

OPEN PUBLIC MEETING STATEMENT

The regularly scheduled Public Meeting of July 16, 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 website.

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 Councilmen Steve Cascio, Michael Ullman and Council President Michael DeSena. Also present: Peter Calamari, Mayor; Ken Poller, Township Attorney; Mary Anne Groh, Township Administrator, and Susan Witkowski, Township Clerk. Absent: Councilmen Robert Bruno and Art Cumming.

Also, in attendance Louis C. Mai, CPA & Associates; Colleen Brennan.

APPROVAL OF MINUTES

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

Regular Public Meeting Minutes of:

March 19, 2018
April 2, 2018
April 9, 2018
April 16, 2018

Conference Portion Meeting Minutes of:

March 19, 2018
April 16, 2018

Ayes: Councilmen Cascio, Ullman,
Council President DeSena.

Nays: None.

Absent: Councilmen Bruno, Cumming.

GENERAL PUBLIC DISCUSSION

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

Ayes: Councilmen Cascio, Ullman,
Council President DeSena.

Nays: None.
Absent: Councilmen Bruno, Cumming.

Councilman Cumming arrived at 7:34 p.m.

Diane Grimaldi, 441 Van Emburgh Avenue – Ms. Grimaldi stated new plans have been submitted to the Planning and Zoning Board regarding the Viviano property. She asked before they are heard, will they need to advertise? Mr. Poller replied there will be a preliminary meeting before the Planning Board to introduce what they are doing, then they will advertise for a meeting with a public hearing. Council President DeSena asked the Mayor to advise Viviano to notify the Planning Board when they will be having a public hearing. A conversation followed on having a 200-foot notice sent again since there are new homeowners in the area. Ms. Grimaldi asked what is the status of the grant money for the basketball court at Memorial Field. Administrator Groh replied an extension has been received from the County until the end of October, Mr. Azzolina is on track to complete the specs. There are two basketball projects, one at Memorial Field and one at Gardner Field, and they will be done at the same time. Ms. Grimaldi asked what is the status of the extra commuter parking. Mayor Calamari replied there is extra commuter parking at the TD Bank on Pascack Road, current permit holders have been notified.

Eric Kopp, 515 Washington Avenue – Mr. Kopp asked if Council took into consideration of sale of the medical marijuana, since it is less addictive than opioids and does help people manage pain. Council President DeSena spoke at length of the reason why there was no need for a medical marijuana dispensary in the Township of Washington, and why Council made that decision. Councilman Ullman stated a majority of the Council voted in that matter, not all. Mr. Kopp asked if the Township is considering having a shared service, specifically regarding dispatching with the County. Councilman Cascio spoke of this being looked at in the past by prior Council, but the former Mayor did not think it was a good idea. Mr. Kopp spoke of the facility in Mahwah, which can handle about sixty towns. Council President DeSena stated Council did budget to hire more full-time dispatchers in the Township. Councilman Ullman spoke of “home rule” and members of the Police, Fire Department and Ambulance feeling that the residents are best served by having dispatching on Hudson Avenue. A conversation followed on the County Dispatch system, which 14 municipalities of the 70 in Bergen County have joined. Mr. Kopp spoke of dispatching calls during Hurricane Sandy, and by joining, it would save the taxpayers money. Council President DeSena stated the decision was made to hire additional dispatching in the budget by this Council and the Mayor.

Toni Plantamura, 808 Robinwood Road – Ms. Plantamura questioned how will the Memorial Field Sub-Committee report to the Memorial Field Committee. Mayor Calamari replied he will give the Committee an update as to what has been done short term to get the field in playing condition. The plan is that a study will be done, similar to the MKW Study, an RFP/RFQ will be put out, looking at all the fields, and usage, and a recommendation will be made as an independent third party. Ms. Plantamura stated her understanding is that Councilman Cumming has a Horticultural Degree. She asked what projects has he worked, particularly rehabbing a field. Councilman Cumming stated he worked with the County of Bergen, and managed over 200 buildings and grounds, shacks to major buildings including 1 Bergen County Plaza. He handled the sprinkler system, landscaping, and mapping. He has an AAS Degree in Horticulture. A conversation followed on what Councilman Cumming has been working on, such as a fertilization program and reprogramming the sprinkler system. An outside company will be aerating and fertilization the field. There is also a turf management company to assist Councilman Cumming. Councilman Cumming will be provided with copies of reports that Ms. Cannon prepared while being on the Memorial Field Committee. Ms. Plantamura asked if any thought

has been given to how the field is going to be rested. Mayor Calamari stated at this time we are generating more use, not less and we are doing the best we can to make the field playable and available to as many people and organizations. He stated the long term plan would be to study all of the field usages, to come up with a plan regarding activity at each field.

David Snyder, 91 Windsor Circle – Mr. Snyder spoke to the condition of Woodfield Road, the tree, the sidewalk, and the time it is taking to get it cleaned up/fixed. Mayor Calamari stated he met with the DMF Director Dan Scudieri, and Acting Superintendent Bill Lawlor, to discuss this among other things. Mr. Lawlor will be forwarding the Mayor a timetable. Council President DeSena spoke of his frustration of the lack of movement. Mr. Snyder spoke of being in favor of the home rule, which he feels is one of the nicest things in the Township. He is not against some shared services, such as asphalt, gas, things of that nature. A conversation followed on Washington Avenue, the ADA ramps, which need to be done before paving, and putting more monies in next years budget to do more roads and repairs. Mr. Snyder spoke of having a bike lane along Pascack Road and Washington Avenue. Mayor Calamari stated the Green Team is working on this, and have reached out to the County. Mr. Snyder asked what is the status of the Township signs. Mayor Calamari replied he will be reaching out to various departments, to see how many signs should be ordered and where they should be located.

Cynthia Cannon, 804 Manhattan Avenue – Ms. Cannon spoke of things that were asked by the Memorial Field Committee back in July. She stated she did reach out to Rutgers University who did refer to landscaping companies, grass experts, which she had forward to the Mayor. She spoke of the concert series that is coming up, which will put additional people on the field, and some long-term plans for disbursing. She asked if it was correct to say that the Ambulance Corps is moving to the fire house. Mayor Calamari replied it was correct at the last meeting, but they have asked me to ignore the letter they gave him since they would like to have more discussion internally. Ms. Cannon spoke of the traffic conditions at the fire house, with vehicles blocking intersections, and not getting out of the way when sirens are going. She also spoke of seeing people making a left turn out of the Exxon station, when there is a sign not permitting left turns. She would like to see more police enforcement in that area. Mayor Calamari replied he will reach out to Chief Hooper. She thanked Councilman Cumming, with his Horticultural degree and expertise, hopefully the grass will stay green and intact. Councilman Cumming stated he is doing his best to grow some grass and keep the field covered. He stated the sprinkler is running correctly, hopefully we will also get some rain, and there will be nice grass for football and lacrosse. Councilman Cascio thanked Councilman Cumming for all of his hard work, he was down at the field on Friday night for the concert, and the field looks great.

John Hannan, 564 Jackson Avenue – Mr. Hannan spoke of the importance of having a Director of Finance, someone who can advise the Council as to the Financial Statements. He stated municipal accounting is not the same as regular accounting, there are a different set of rules. He spoke of going back to the 2016 Financial Statements, and the accrued vacation and sick time liability number which was 2.7 million, which was not in the books, but in the footnotes, and the perplexing question of how much surplus is needed, which there is not answer or formula for. He also spoke of the reserves, putting down on paper the plus and the minuses so Council can understand where the Township stands financially. Administrator Groh stated the footnote was questioned, and it is significantly less this year, the number is \$481,425.00, and was corrected. Mr. Hannan spoke of someone who retired, and there were three different amount of payouts given, which cannot be done. Mr. Hannon also spoke of employees who are covered under Surety Bonds, and how it is set up in Westwood. Mayor Calamari stated he would also like to get a Director of Finance, but it is hard to find someone to learn municipal accounting for the salary offered. He is speaking

to someone who does have municipal experience and might be interested in a position.

Mary Ann Ozment, 960 Adams Place – Mrs. Ozment stated at the last meeting, the CFO/Tax Collector made a statement of the need of a financial team. She asked has the Mayor or Council decided who should be part of the financial team. Council President DeSena stated at this time the Mayor is in the process of hiring a full time CFO, the candidates have been narrowed to a short list. Once that person is hired he or she will hopefully give us the input needed to put that team together, and what employees may need to become full time to get that team in place. A conversation followed on getting a new MKW Report for the fields, which has been budgeted for. Mayor Calamari stated he does not have a date, but he would like Council President DeSena's input for the parameters of the RFQ. A conversation followed on the what the MKW Report may or may not indicate, and empty land that is owned by the Township that perhaps could be used. Council President DeSena spoke of thinking outside of the box when looking at other areas that could be used, since he believes the answer is going to be there are not enough physical facilities to take care of the Township's needs. A conversation followed on the repaving program. Mayor Calamari stated as per the engineer, 5 years into it 60% of the roads have been done. Council President DeSena explained that most municipalities in Bergen County, once the last street on the list is finished, the list starts again, it is a general rule of thumb. He stated it is a self-funding program through the municipal budget, we are not bonding monies as was done years ago. Mayor Calamari stated he would also like to do an infrastructure study later on, to take a look at Township land. Councilman Cascio spoke of the previous MKW Study, which was not to find new space, but it was configuring fields for different uses, such as Sherry Field, which is a diamond shape, and not used for regular sports like soccer, lacrosse, Gardner was only configured for softball/baseball. That study cost \$8,000. The MKW Study did not talk to groups directly, this RFQ will reach out to all of the youth groups in the Township.

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

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

Nays: None.

Absent: Councilmen Bruno.

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.

Resolutions No. 18-261 and Resolution No. 18-262 will be voted on separately.

A motion was made by Councilman Cascio, seconded by Councilman Ullman, to approve the Consent Agenda, Resolutions No. 18-262 through 18-266.

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

Nays: None.

Absent: Councilmen Bruno.

Resolution No. 18-263

Authorize refund of CCO inspection fees to St. Peters Mar Thoma Church of New Jersey in the amount of \$140.00

WHEREAS, St. Peters Mar Thoma Church New Jersey, Inc. paid for a CERTIFICATE OF CONTINUED OCCUPANCY (CCO) Inspection on March 23, 2018 for the premises known as Block 2506, Lot 9, Temple Beth Or, 56 Ridgewood Road, Township of Washington, NJ, 07676; and

WHEREAS, a CCO inspection was not required for the Temple, we are refunding the fee of \$140.00. (Check No. 0510).

NOW, THEREFORE, BE IT RESOLVED, that the Township Treasurer of the Township of Washington is authorized to refund the payment in the amount of \$140.00 to be mailed directly to St. Peters Church New Jersey, Inc. 70 Cedar Lane, Teaneck, NJ 07666, Attn: Mr. Shaju Samuel.

Resolution No. 18-264

Authorize refund of escrow balance, B3105, L3, 759 Clinton Avenue in the amount of \$447.50

WHEREAS, Sean & Colleen Dunn posted Engineering escrow monies for work on premises known as Block 3105 Lot 3, 759 Clinton Avenue; and

WHEREAS, the Construction Code Official has issued approval dated 12/5/2017, C.A. #15-303.3; and

WHEREAS, outstanding invoices due the Township Engineer as per his letter dated July 11, 2018 will have been satisfied; 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 to the above in the amount of \$447.50.

Resolution No. 18-265

Authorize refund of escrow deposit B4420, L46, 178 Calvin Street, in the amount of \$1,000.00

WHEREAS, Robert & Kelly Butryn posted engineering escrow monies for a project on premises known as Block 4420 Lot 46, 178 Calvin Street; and

WHEREAS, Mrs. Butryn cancelled the application, as they are no longer moving forward with the project, and is requesting that their escrow deposit be refunded; and

WHEREAS, no engineering fees were incurred prior to the application being cancelled; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Treasurer of the Township of Washington is authorized to refund the balance of the escrow monies in the amount of \$1,000.00 to the above.

Resolution No. 18-266

Authorize refund of escrow balance and performance bond deposit B4313, L2, 493 Mountain Avenue, in the amount of \$1,302.50

WHEREAS, Sergio Caamano posted Engineering escrow monies and a Performance Bond deposit for work on premises known as Block 4313 Lot 2, 493 Mountain Avenue; and

WHEREAS, the Construction Code Official has issued approval, C.A. #16-153; and

WHEREAS, outstanding invoices due the Township Engineer as per his letter dated July 11, 2018 will have been satisfied; 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 & Performance Bond deposit to the above in the amount of \$1,302.50.

2017 Audit Presented by Mr. Lou Mai and Ms. Brennan

Mr. Mai stated thank you for letting me come to tonight's meeting to answer any of your questions with respect to the 2017 audit. In addition to that, the administrator answered Mr. Hanna's question properly, that we recalculated last years adjustment so we agree that the amount of money should have been \$490,000 last year and this year's number is \$500,000 and change. Council President DeSena asked so it is not a liability at this point, it is a covered liability. Mr. Mai replied now it is for sure, but you are actually way ahead of most people in that regard because your accumulated number is substantial lower than most, you have fully funded it, most places have some funding, but it is mostly the amount of money that they think they might spend within the next year or so, but the Township's is 100% funded at this point. Mayor Calamari stated it is nice to hear we are ahead of the curve. Mr. Mai stated that is correct, so I would like to give credit where credit is due. Everyone is usually concerned with the last page, with respect to comments and recommendations. You can see that most all of them are resolved from last year, we are down to five comments, none of them are significant. We did have a big discussion about fixed assets and difficulty in governmental accounting with respect to fix assets. In 1986 when it was decided to keep track of fixed asset accounting, you were allowed to guess what the numbers were supposed to be for your fixed assets, and overestimate the likely estimated cost is more the appropriate terminology, most town did that, some never did it all. The problem being there was a number and there is not a lot of time and ability to continue rolling those numbers together. Now you have the Edmunds System, and the Administrator is making sure that the additions and deletions are being put in there. My predecessor had a set of records, they were here for such a long time, prior to the point the municipalities kept records so they had a set of records, and now the Financial Statements represent the additions, and the additions were rolled forward from three years ago. We have talked about it, and the Administrator is working on a plan to try and come up with some way we can all be happy with the exact number. Administrator Groh stated actually the new CFO will be doing that, that will be their responsibility, but I have been handling it in the interim. Councilman Ullman asked is there a financial risk to the Township at this point, is this a bookkeeping exercise. Mr. Mai no it is book keeping risk, because we actually went and talked about the fact that you wanted to make sure that you had all of your things insured and you didn't have things that you were insuring that you didn't own any more, that is taken care of, that is biggest risk. The other risk is you would not know you had property, but your tax assessment records reflect the real property that your own, and your vehicle insurance records reflect all of your rolling stock, and that is all insured, and your buildings are again insured. Those are the little things, not a building or a fire truck. Administrator Groh stated in looking it is the little things and it had to do with the difference in capitalization policy, there are some items in there that are lower than your capitalization policy and there was a change in the amount in the past. Mr. Mai stated the State changed the capitalization policy, everyone used to capitalize whatever they wanted, most places had \$2,000 for the longest time, some places had lower, then the State said \$5,000 was the magic number, it is hard to get off your books, and that is a process that the new CFO will be undertaking, that is the biggest item. The payroll deficit will be resolved, it will be funded, but from the current fund, there was only like \$7,900. The one thing that was raised with respect to the Building Department, he believes it has been correct, it is not an unusual circumstance in most towns, we have this problem when you notice it, sometimes you observe

it, sometimes you don't. Construction companies do so much business with the town, when you figure out what the permit is, just fill in the amount, because they know it is in the ballpark of a certain number. The problem when they come in to get their application for the construction, the State has to make the calculation of what the amount is, so that is the reason they do that, it expedites the construction project. The problem was there were checks signed by the construction companies, made out to the Township, and then there was one it was signed and not even made out to the Township. There were only a few, happened to notice them this year, and the Mayor along with the Administrator is trying to resolve this. Administrator Groh replied she has already spoken to them, would it okay for them to put in not to exceed and put an amount to the next hundred-dollar mark. Mr. Mai replied stated he has seen that with respect to the insurance companies, they do that, that would be a way to control your potential liability. Council President DeSena stated someone cashing the check on their own, he sees the five items can be corrected very quickly and easily. Mr. Mai replied that is correct. Ms. Brennan stated item #5 was already resolved last week Monday, it was addressed with the Municipal Court. Mr. Mai stated one statistic (page 93) we put in percentage utilized of surplus, this year 2.1 million was used, which is 41%, but over the last five years there were three times that in excess of 41% of the surplus was used. He stated he points that out because there was a question of how much to use, and you did have plenty of answers. He would be happy to answer any questions regarding the Financial Statement. Councilman Cascio stated he has no questions. Council President DeSena stated he reviewed it, thank you. Councilman Ullman stated in the write-up, in the beginning, you discuss exclusions to the audit, and one of them is LOSAP, that it is not audited. We have a volunteer Fire Department and Ambulance Corps, we rely on them to provide us with their credits, and based on their certification we fund those balances. From an audit perspective, although it has not been audited, what would be the scope of an audit of LOSAP, would you be auditing the certification aspect? the trust aspect? Mr. Mai replied he can tell you what we did, for LOSAP he looked at the procedures, authorizations, publication, official posting, and saw that the money was paid into the LOSAP fund within the time frame that it was supposed to be paid, which is basically what needs to be done. This year a two-year report will be issued, 2016-2017, sort of an agreed upon procedures report which basically states we are doing this, this and this, and we have reviewed this, this and this, and didn't find any variation from what the plan is, that is basically what we need to be doing this year. The State states it cannot be put in here, that is a State rule. Councilman Cumming stated everything has been answered, thank you.

A motion was made by Councilman Cascio, seconded by Councilman Ullman to pass Resolution No. 18-261.

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

Nays: None.

Absent: Councilmen Bruno.

Resolution No. 18-261
Certification of 2017 Audit

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the *Municipal Clerk* pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article,

shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the *Township Council* of the *Township of Washington*, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Discussion Resolution No. 18-262

A discussion followed on the budgeted \$700,000 for roads, the D&L bid, being \$509,969, with \$150,000 being left over and what can be done with those monies. Administrator Groh stated you can add up to 20% of the contract for change orders. Woodfield Road, which is a fully funded DOT Grant was discussed, as well as Jackson Avenue. Administrator Groh spoke of the contingency last year in the bid prioritizing a change order of up to 20%. There is no contingency on this bid, but it can be done by resolution at any time. Mayor Calamari stated he will reach out to Mr. Azzolina regarding including extra roads. A conversation followed on the timeline of getting out to bid. Administrator Groh stated she will ask Mr. Azzolina to find the roads, and by the next meeting have a resolution prepared for a change order. D&L Paving did the roads in 2015/2016, they did not do Mountain Avenue. Line Item 1 in the bid, Traffic Control, entails signage fees.

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

Absent: Councilmen Bruno.

Resolution No. 18-262

Accepting bid and awarding contract for the 2018 Road Program to D&L Paving Contractors, Inc.

WHEREAS, on July 12, 2018, the Township of Washington, County of Bergen, New Jersey (the "Township") received bids for the resurfacing of roads and all related work pursuant to the Advertisement for Bid# WT-2460 and the related Invitation to Bid including Bid Specifications (hereafter "the Project"); and

WHEREAS, the Township received eight (8) bids; and

WHEREAS, D&L Paving Contractors, Inc., with offices located at 675 Franklin Avenue, Nutley, New Jersey 07110 (hereafter "D&L Paving") was the lowest responsive and responsible bidder for the work to be performed in connection with the Project with a bid in the amount of \$509,969.00; and

WHEREAS, this contract shall be charged to Account No(s). C-04-55-898-103 as deemed appropriate by the Chief Financial Officer or her designee, and these funds shall be certified by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the bid of D&L Paving with respect to Bid# WT-2460 be and is hereby accepted and that a contract be awarded to D&L Paving for the Project in the contract amount of \$509,969.00; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute a contract on behalf of the Township with D&L Paving for the above stated purpose consistent with said bid; and

BE IT FURTHER RESOLVED that this expenditure shall be charged to Account No(s). C-04-55-898-103 as deemed appropriate by the Chief Financial Officer or her designee.

A motion was made by Councilman Cascio, seconded by Councilman Cumming to adjourn to Conference Agenda.

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

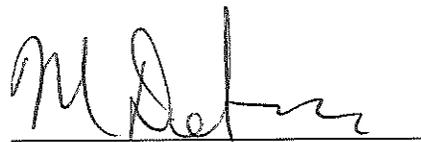
Nays: None.

Absent: Councilman Bruno.

Time Noted: 8:57 p.m.



Susan Witkowski
Township Clerk



Michael DeSena
Council President

Approved: October 1, 2018

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

July 16, 2018

Members present: Steve Cascio, Arthur Cumming, Michael Ullman, Council President Michael DeSena. Also present: Peter Calamari, Mayor; Mary Anne Groh, Administrator; Ken Poller, Attorney; and Susan Witkowski, Township Clerk. Absent: Councilman Bruno.

PUBLIC SERVICE ANNOUNCEMENT

STORAGE CONTAINERS

As per Town Code Chapter 173, Section 16.1

Construction and building projects are in full swing, just a few reminders:

If you have a valid construction or demolition permit in effect, a “temporary storage structure” shall be permitted within a noncommercial zone by obtaining a permit from the Building Department. Application for permit will assess the necessity and location of storage unit. Application fee of \$25.00, once issued a permit fee of \$125.00 for a period of 120 days from issuance of permit. If additional time is required, one-month extensions may be issued by the Building Department, at a cost of \$50.00 per month, upon prior written approval from the Township Council authorizing the extension. Failure to maintain a current permit, being located as designated, maintained in a sanitary and slightly condition shall constitute a violation.

RECYCLING

Our contaminated recycling’s are becoming a larger issue for the company that processes them. The issue is mostly the placing of recycling’s in plastic bags. Therefore, starting last week and for the new few Fridays, the DMF employees will be driving around and placing stickers on any recycling that does not meet the Township requirements, and they will not be picked up by the hauler. Please visit the Township website for further information.

Administrator Groh stated we received further information today. Our contamination results from Friday were slightly less due to the refusal to take bags. Cardboard boxes mixed with the comingled plastic, bottles and cans cannot happen. Food contamination and styrofoam is not allowed.

SUMMER CONCERT SERIES

The Summer Concert Series continues, Friday, July 20th the B Street Band will be performing at 7:00 pm at Memorial Field.

SHREDDING EVENT

The Township Shredding Event is scheduled July 21st, at its new location. The event will be held at Westwood High School from 9:00 am – 12:00 pm.

Administration

Project Tracker – Councilman Ullman stated last Monday, there was an informative session with the Auditor, Accountant, CFO and Bonding Attorney. He stated more work needs to be done to identify accounts, tracking balances and understanding what is in them in general or if they were earmarked for a

particular project or function. He would like to know how do we plan on tracking those accounts? Administrator Groh stated some work was done last year. Mayor Calamari stated he will have a CFO update shortly. He stated he feels Council and the Administration should work together with a point person, and hopefully his update will provide some good information about the position. Administrator Groh stated Ms. Morrone has been very good with offering to clean up what she can before she leaves, she did start an exercise with cancelling grant receivables. A conversation followed on having a record of each ordinance, with a sub-ledger from Edmunds to support what that ordinance has been used for. Councilman Ullman stated there are various trusts funds, some having a few hundred dollars, some more, that need to be addressed and decisions need to be made with how to deal with some of these funds. Administrator Groh stated having financial statements prepared is a good first step, balances have been proved, and we can start from there and move forward to understand what is in there. She will speak to Ms. Morrone about things to be done until there is a change over.

New Vehicles, Class VII and Class II – Update on the Chipper/Truck – Mayor Calamari stated he and Mr. Lawlor went to Emerson this past week and met with their DPW Superintendent. He stated something can be put onto a dump truck body to make it a chipper. Emerson does have a chipper, but they do not remember what the price was, since they have had it for a while. Safety training is annual, and it is done through JIF, it is a half a day class. Mayor Calamari instructed Mr. Lawlor to get some pricing/researching a chipper.

Senior Van – A conversation followed on previous conversations about getting an electric senior van. Mayor Calamari stated he does not see the Township going in that direction, he feels that is for a bigger city. He stated there were quotes from last year, and he will look into see if they are current.

Fire hose – Administrator Groh stated she is working with the Fire Department on that, perhaps putting it on GovDeals. Councilman Ullman suggested looking into seeing if the hose can be donated.

Radio System Upgrade Analysis – Mayor Calamari met with both the Police and Fire Chiefs, they are talking with a few different vendors to see who is best equipped for the study. An RFQ will need to be done since it is beyond the threshold.

Playground Mulch – Has been done.

Grant Writer – Mayor and Administrator need to rank them, it will be presented at the next Council meeting.

Resignation of Recreation Superintendent – An exit interview will be done to find out the reasons for resignation, such as too few hours, etc. A discussion followed on giving the opportunity to some employees that are being kept as part-timers, to get more hours, or perhaps becoming full time.

Basketball Court – Councilman Cascio is in discussion with Mr. Azzolina regarding the surface.

A/C Condensers – Condensers have been ordered, and the order cannot be cancelled since the cancellation fee is approximately half of the project. The compressors were ordered on July 2nd, Mr. Lawlor will be asked about the timeline for installation.

Fire house progress report – Mayor Calamari stated in light of the Ambulance Corps asking for more time since they gave him the preliminary okay, he has instructed the architect to prepare cost estimates for both, depending on which way it goes we will have both estimates within a day or two.

CFO Update – Interviews with candidates who are on the short list will be next week, with a decision being made by the end of next week.

Infrastructure Study – Mayor Calamari stated the DMF study was received, and there was some back and forth with Mr. Sarlo, final version was received on Friday, this week we will work on the infrastructure study if Council agrees. Council was in favor of the contract at \$2,500 for the infrastructure study. Mayor Calamari stated as soon as he receives it, he will forward to Council.

Council

Ordinances and Legislation

Police Traffic Study – Chief Hooper and Sergeant Glock have taken acceptance of Mr. Hackbarth’s five-year study and agree to ask the County to reduce the speed limit on East Glen Avenue to 25mph from 35mph to be consistent with the Ridgewood portion of East Glen Avenue. Councilman Cascio stated he does not agree, he thinks the limit should remain at 35mph, vehicles slowing down to 25mph will have trouble going up the hill, he does not agree with the assessment. Councilman Cumming stated he concurs with Councilman Cascio, he doesn’t believe reducing the limit to 25mph will be practical, and he believes it will not be observed by most residents. Councilman Cascio said, the speed limit can be reduced by signage, but believes people will still accelerate to get up that steep incline. Councilman Ullman stated it does bring consistency to the public roads in the Township. He stated the Ridgewood portion of the road drops down to 25mph and there is a speed trap at the bottom of that hill on a regular basis, so it will bring consistency between the two towns. He really does not have a problem lowering it to 25mph. Council President DeSena agrees with Councilmen Cascio and Cumming, he doesn’t feel the 25mph speed limit will be observed very well, especially going up the hill. He feels more time is needed to review this before asking the County to reduce the speed limit. He would like to have Sergeant Glock monitor the area with a speed trailer to see what the actual speeds are. Councilman Cascio stated he believes most of the accidents in the area occur when vehicles are descending, opposed to ascending at a rapid rate because there is a small but significant curve that even at 20mph you can find yourself in a predicament. Mayor Calamari stated he will request Chief Hooper to have Sergeant Glock monitor that area in both directions with the speed trailer and truck.

Vacant Abandoned Property Registration – A request was made for Mr. Poller to review the sample ordinances. A conversation followed regarding having the Abandoned Property Registration Ordinance which will help in resolving maintenance issues, having a contact number for maintenance, as well as giving more tools to our Property Maintenance officer.

Codification – Mr. Poller stated he will complete some final edits by the end of the month (August), and is also meeting with Angela Musella, our Health Officer with some edits that she has.

Councilman Ullman stated a Letter to the Editor that appeared in Community Life was inserted into our packets by the Clerk, the letter spoke of Washington and Van Emburgh. He stated living a couple hundred feet from the area, he would have to say that you are taking your life in your hands traversing it, many people do not understand that flashing yellow means proceed with caution but they stop, and the other side stops, then there are four vehicles trying to start again. He understands that Captain Hackbarth felt there was nothing that could be done, but it is a dangerous area, the stop sign help the vehicles that are traversing Van Emburgh, but the issue is the yellow flashing light coming down the hill, up from the Parkway, in which vehicles stop. A conversation followed on having the County send out a crew, and observing some blockages on the signage. Our Property Maintenance Officer did go out and take a look, and met with the owner of the southwest corner property who is willing to trim back some

of his shrubbery. A discussion followed on getting Sergeant Glock to look at the area, as well as putting some signs to proceed with caution.

Resolution No. 18-267

Closed Session Potential Litigation/ Property Acquisition/Personnel

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 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 . **Potential Litigation**

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.

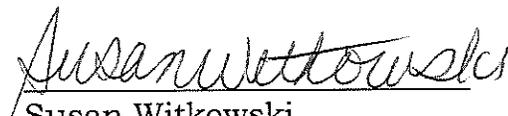
BE IT FURTHER RESOLVED, that notice is hereby given that the Township Council may find it necessary to take action at the conclusion of the executive/closed session; that such action if taken, will occur in open session; that you are invited to stay in the Municipal Building during the executive/closed 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.

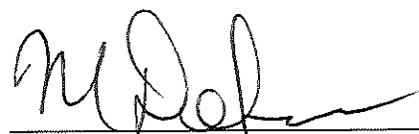
_____The Township Council anticipates that an open session will be necessary.

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	X	Cummings	X			
DeSena		DeSena		DeSena	X			
Ullman		Ullman		Ullman	X			

Time Noted: 9:34 p.m.


 Susan Witkowski
 Township Clerk


 Michael DeSena
 Council President

Approved: October 1, 2018

