

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
BUDGET MEETING
Monday, March 11, 2019

CALL TO ORDER – 7:30 p.m.

STATEMENT

Welcome to the Special Public Meeting of March 11, 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 March 7, 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 Bruno, Cascio, Cumming, Ullman, Council President DeSena
Also, in attendance Peter Calamari, Mayor; Judy Curran, CFO and Susan Witkowski, Township Clerk. Administrator Robert Tovo was absent.
Councilman Bruno arrived at 7:33 pm.

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.

Councilman Bruno arrived at 7:33 pm.

Seeing none.

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

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

DISCUSSION

2019 Budget-Department of Municipal Facilities (DMF)

In attendance representing the Department of Municipal Facilities were:
 Acting Superintendent, Bill Lawlor; DMF Director, Dan Scudieri; DMF
 employee Gerard Casey and DMF employee, Dominic Swartz

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9-01-26-290-110	DMF Permanent Employees	Typo - \$467,000
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DMF has hired two new employees full-time, one is currently in process. New employees will have one year to get a CDL. Of the two new employees that were hired, one has a CDL, the other one is actively pursuing it. There are currently nine full-time employees, looking to make it nine plus one. With one more employee, there can be a dedicated landscaping crew for the field, and also have a three-man crew dedicated for stone, landscaping, sewer, etc. The Senior Bus driver van will also be incorporated into this position, two DMF employees currently drive the Senior Bus, with the addition of one new employee they will be alternating. The town ran an ad, but could not find a dedicated bus driver, since it is only a few hours per week. Most of the overtime is spent on leaves and snow, concerts are set up the day before, and cleaned up the next day.

The DMF Secretary position is budgeted for five days, 25 hours per week.

9-01-26-290-130	DMF - Secretary	FLAG/RICE
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Three crew chiefs receive a stipend, along with a foreman. The benefit of the additional employees will be to have certain jobs done on a regular basis, such as monthly sewer checks, black top, catch basin repairs/cleaning, which are jobs that the DMF was not able to get to because we didn't have full time manpower. The two catch basins on Pascack, and Andrea were referred to the engineer. DMF will also have a more active role at Memorial Field, as well as take over the landscape for the library, since they were using an outside service. DMF does have a list of trouble spots in the township with sewers, quarterly reports are generated. A jet truck is shared and housed in Emerson. Due to snow, a seasonal employee is still on, a third crew will be added for leave collection. Containers were used last year, but they are not compacted. Seasonal workers in the past have started in March, stayed through the end of leaf season,

this year was the first time a seasonal worker was brought for the winter months. At the moment, we have two seasonal workers at home, and one on staff. A CDL hire starts at \$32,000, a non-CDL, \$30,000-31,000, and seasonal workers receive no benefits. Currently for leaves, there are two loader crews and a leaf vac, we are looking for one more crew. Councilman DeSena spoke of residents along main roads putting sticks/pumpkins out with their leaves, therefore jamming the leaf vacuum. He asked that a generic letter be prepared for those residents advising them of this.

Administrator Tovo will indicate the name of the employee, along with the position on the salary ordinance.

9-01-26-290-180	DMF - Winter Watch	FLAG
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The wording will be changed to "Winter Stand-By." It is contractual from mid-December to end of March someone is stand-by. It is 16 hours at time and a half, at the employee's rate, for a week, if the employee is called out or not. DMF Superintendent salary is not contractual. Mr. Lawlor is both Acting Superintendent and Foreman, which will be discussed on Wednesday.

9-01-26-290-191	DMF Foreman Stipend	Decrease to \$4,100
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9-01-26-290-192	DMF - Sick Leave Payout	FLAG
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Sick leave pay-out is maxed at one week, vacation buyback is maxed at two weeks.

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9-01-26-290-194	DMF - Director	FLAG
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Directors are not employees, they are not RICE'd. A conversation followed on the work Mr. Scudieri has done, which has gone above and beyond. Councilman Ullman requested a list of the Directors, Departments and stipends. Directors will be discussed on Wednesday. All DMF employees should be AED/First Aid Certified. Stop signs will be done first, the cost is \$84.00 per. Uniforms are a two-week cycle, boots max out at \$110.

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9-01-26-290-420	DMF Facility Maintenance and Repairs	Decrease to \$25,000
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Reach out to installers to see about waxing the new floors. New soap dispensers have been at all fields, hand sanitizing, and toilet paper dispensers. Vandalism was discussed at the fields, and perhaps installing cameras.

9-01-26-290-490	DMF - Equipment Purchases	Increase to \$8,000
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9-01-26-290-580	DMF - Drainage Repairs	Increase to \$18,000
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DMF will get bids for drainage repair, engineer may oversee. Four catch basins have been identified for repair at this time, two on Ridgewood Road, one on Clinton, and one on Andrea Lane.

Tree removal is at \$1,500 per tree, based on the forestry report. The trees will be prioritized.

9-01-26-290-620	DMF- Hardware & Paint	Increase to \$3,000
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Bathrooms at fields need to be painted, as well as striping. Council President DeSena spoke of a program through the County Corrections that inmates can be used for painting of the bathrooms. Black-top is bought at \$60.00 per ton, during the season the DMF buys in bulk, sometimes they get pallets. The County is responsible for County roads. Washington and Ridgewood, once the engineer finishes the ADA ramp schedules, will be paved, with the exception of the four corners of Pascack and Washington. The remainder of the road from the Westwood border to Ho Ho Kus, will be paved, from Westwood to Ridgewood on Ridgewood Road. Twelve-hundred gallons of brine are used to do the entire town, working with a company out of Waldwick. The brine runs at sixty-cents per gallon. The sewer expenses include a camera run. Busted manhole covers are also included in the following line item.

9-01-26-290-650	DMF - Sewer Expenses	Typo \$5,500
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9-01-26-290-760	DMF - Other Equipment & Supplies	Zero out, moved to line item 9-01-26-290-490
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Street sweeping is done four times per year. Administrator Robert Tovo is the recycling coordinator.

9-01-26-305-210	Recycling – Curbside Contractor Fees	FLAG /Need Actual Number
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9-01-26-305-220	Recycling – Leaf Disposal Fees	FLAG / Need Actual Number
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A conversation followed on buying a machine and grinding the leaves in the Township or perhaps sharing a machine with another town.

9-01-26-305-250	Recycling – Green Team	FLAG
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9-01-26-310-450	DMF – Cleaning Service	FLAG
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9-01-26-305-460	DMF – HVAC & Repairs	FLAG
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9-01-26-305-500	DMF – Facility Maintenance/Misc.	FLAG
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Maintenance of DMF vehicle are monitored. Punctured tires cannot be patched, they are all season versus snow tires, and tread wear is measured.

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9-01-26-315-012	DMF vehicle parts for inside repairs	Increase to \$13,000
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9-01-26-315-014	Senior Van – Maintenance & Repaired	FLAG
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CAPITAL – DMF

Class 5 pick-up truck was funded in last year’s budget, but was not purchased. Class 7 dump truck is to replace the D28 rack truck, total \$245,000, and a wheel loader. Currently, the DMF has three pick-up trucks, with one not being in good shape, three garbage trucks, three mason dumps, one of which the brake line blew, it is a Class 5, Ridgewood didn’t want to work on because it was too dangerous, mason dumps haul clay, stone, mulch, blacktop. Two large dump

trucks are the primary salters, they have a full dump bodies, they are on hook truck, and have a brine tank, hook, body, salter, a flat bed is an option, and chipper. The chipper body was not budgeted for, \$10,000 - \$15,000. The DMF also has a case loader, one John Deere, and one front loader. The three vehicles will be replacing, two of them are 15 years, one is newer, the brake line is down on one (mason truck), so there are only two. Mr. Lawlor stated next year he would like to have an agreement with the County to use their truck wash. Mayor Calamari will reach out to the County. The DMF sold four large salt/dump trucks years ago, and have not been replacing anything, this would be building up the DMF to where they were years ago vehicle wise, 7 years ago. The dump trucks are 2016, the other two are brand-new 2017/2018. One pick-up is 2010, one is new, and one is 2004. The new pick-up would replace 2004. Councilman Cumming requested an organizational chart of vehicles. The Explorer is a shared vehicle that is shared with Zoning/Code Enforcement. There is a plow for the garbage truck, it is not used often since they are not good in snow. Class 7 will replace the Class 5, Class 5 which is budgeted for replaces Truck 28, which is a rack truck. Last year the 2004 pick-up truck was replaced. Township Clerk Witkowski read from Ordinance No. 18-06, Multi-Purpose. Mason truck useful truck is fifteen years, and twenty years or so out of the large truck. Garbage trucks are from 2016, 2011, and 2006. A paint machine is also needed, the current one is twenty years old. Councilman Bruno stated regarding Ordinance 18-06, 1.3 million was authorized, expended \$375,000, leaving \$924,000 unfunded. Ms. Curran stated you can spend on that, there needs to be a plan to expend that money. A conversation followed on coming up with a plan to put monies away for trucks, as well as maintain them. Hot box will be moved to either 2020/2021. Paint machine will be put into current budget. A conversation on the BANS and long-term bonding. Ms. Curran has spoken to Mr. Beinfield, and Council is requesting that he attend a Council meeting.

A discussion followed on the Firehouse building, and the replacement of the DMF building, of which time is of the essence. Ms. Curran advised Council that a plan needs to be in place once monies are borrowed. The Firehouse presentation will be in April, late June full plans, with the project out to bid this year. A conversation followed on the ISO Rating, and its effect on homeowners. New bleachers are needed at the fields, 16 in total, at \$5,000 each, for a total of \$80,000. Mr. Lawlor requested a calcium chloride system for the mason trucks, which is a spray system at \$4,000 per truck.

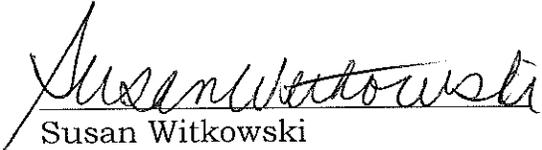
A request for budget plus and minus's as of this date to be provided to Council.

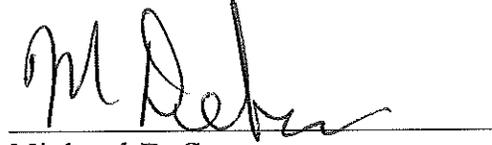
A motion was made by Councilman Cascio, seconded by Councilman Ullman to adjourn.

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

Nays: None.

Time noted: 10:25 p.m.


Susan Witkowski
Township Clerk


Michael DeSena
Council President

Approved: April 15, 2019

The next budget meetings will be held on Wednesday, March 13, 2019 at 7:30 pm.