

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
BUDGET MEETING
Wednesday, March 20, 2019

CALL TO ORDER – 7:30 p.m.

STATEMENT

Welcome to the Special Public Meeting of March 20, 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 14, 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, Council President DeSena
(Also, in attendance Peter Calamari, Mayor; Robert Tovo, Administrator; and Susan Witkowski, Township Clerk) CFO Curran was absent.

Councilman Bruno arrived at 7:41 p.m.
Councilman Ullman arrived at 7:40 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, Council President DeSena.

Nays: None.

Absent: Councilman Bruno, Ullman.

Seeing none.

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

Ayes: Councilmen Cascio, Cumming, Council President DeSena.

Nays: None.
Absent: Councilman Bruno, Ullman.

DISCUSSION

2019 Budget

Councilman Bruno arrived.

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9-01-20-406-220	Public Affairs – Postage	Reduce to \$1,200
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9-01-20-406-250	Public Affairs–Social Media	Increase to \$1,500
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The above will be changed to Public Affairs – Social Media (Facebook). The site will have no feedback or comment, it will be used to address communication, push to receive comments. Facebook will not be a platform for emergencies. The monies allocated would be for the Administrator of the site. All content that is forwarded to Heather for the website will also be forwarded to the Administrator of Facebook. School age parents have approached the Mayor stating that Facebook is the social media platform, and a good way to communicate via push messages. Councilman Bruno spoke of the senior population, who do not use Facebook, stated he is a no. Councilman Ullman stated he would like to see more people sign up for Swift 911, going door to door or a dedicated mailer, he also is a no. Councilman Cumming stated he is a yes. Council President DeSena stated he is also a yes.

9-01-20-406-470	Public Affairs – Printing	Decrease to \$6,000
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Above includes the calendar, as well as flyers for town events. Councilman Ullman stated he does not support the calendar, but does support the PSA's. Councilman Cascio spoke of the calendar being a good place to have everything in one place, but he would like to know the breakdown of the revenue stream. The monies have already been spent at this time. Council would like to look at this line before monies is spent next year.

9-01-20-406-510	Public Affairs – Calendar	Decrease to \$3,000
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The above number is for the physical file for the calendar before it goes to printing.

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9-01-21-180-120	Planning Dept- Secretary Meeting Fees	Okay at \$2,000
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Two meetings per month, \$75 per meeting.

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9-01-21-180-260	Planning Dept Board - Legal Services	Okay at \$8,500
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Monies did not come out of escrow, due to a lawsuit.

9-01-21-180-320	Planning Dept Board - Consulting - Non-legal	Decrease to \$3,000
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Master Plan re-examination plan is currently in process with the Board, another month to six weeks before completion.

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9-01-21-185-140	Zoning Board - Secretary Meeting Fees	Okay at \$850
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Minutes need to be current and have been discussed with the secretary.

PAGE 25

9-01-23-220-000	Health, Dental, Life & Accident	FLAG
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The \$780,000 is the actual number, net, the increase due to three full-time employees. Councilman Bruno stated he would like this flagged until he receives what the percentage of increase is of the overall health plan.

9-01-25-240-110	Police Salaries - Other than Chief	FLAG
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9-01-25-240-120	Police Overtime	FLAG
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PBA Negotiations are being finalized.

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9-01-25-252-100	OEM Salary & Wages	Okay at \$1,800
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The above is for one coordinator, Sgt. Rio Fasciano, and two deputies. There are some one-time things that are needed to purchase to get the department where it should be. Sgt. Fasciano is also the CERT coordinator, and would like to bring that program up to date. 9-01-25-252-200 will be a one-time expense (\$1,500) to get the program up to date.

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9-01-25-275-110	Prosecutors Office - Prosecutors Salary	\$6,927 TYPO
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Prosecutors Salary is not per session, it is a straight salary.

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9-01-26-305-210	Recycling - Curbside Contractor	FLAG /More info Admin
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Curbside contractor is Buldo, bills are missing on the above line item.

9-01-26-305-220	Recycling - Leaf Disposal Fees	FLAG/More info Admin
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Actuals for 2018 (above line) should be \$146,924.

9-01-26-305-250	Recycling - Green Team	Okay \$8,000
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A conversation followed on an ordinance being created to recognize the Green Team so no further grant money is lost.

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A conversation followed on a new cleaning service, paying an employee or the senior bus driver to do both.

A discussion followed on the DMF maintenance of equipment, warranty, and preventative maintenance.

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9-01-26-315-002	Fire Vehicles - Tires	Reduce to \$10,000
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9-01-26-315-004	Police Vehicle O/S Equipment & Repairs	Okay \$8,000
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Vehicles will be sent out for repairs, rather than in house. Line item 9-01-26-315-010 is decreased to zero.

9-01-26-315-005	Fire Vehicle O/S Equipment & Repairs	Reduce to \$25,000
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Police vehicles will be sent out for repairs, rather than in house. Hourly salary for DMF ranges from \$16.00-\$25.00 per hour.

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9-01-26-315-010	Police Vehicle Parts for inside repairs	Decrease to zero
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9-01-28-377-200	Rehabilitation Memorial Field	of Okay at \$40,000
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Councilman Cumming explained the proposal for Memorial Field. The field will be aerated, a top dressing will be put on twice, the turf blankets will be able to be re-used, they have a useful life of about 10 years, DMF will take them up and learn how to store them, putting them out the next season earlier on. An email will be forwarded from Perennial. that details what will be done on the field. Administration did ask for two additional quotes, one was higher. A conversation followed on using the DMF to do the field work for grass cutting and how Perennial will be doing all, except the cutting of the grass. Sprinkler times will also be dictated by Perennial. Top dressing will be screened and cleaned this year, along with the field being slit-seeded. Athletic blend soil is different blend, it contains no insecticides. The field can be closed for maintenance, accessibility will not be affected. Mr. Imbaratto, from Let it Grow Landscaping, has donated 100 tons of clay to the Township this year, free delivery also, which will be distributed between Sherry, Gardner, Clark and Memorial Fields. Mr. Scudieri and Mr. Lawlor will be making all of the arrangements.

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9-01-30-420-001	Holiday Celebrations & Remembrances	Decrease to \$15,000
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There will be two concerts this year, working on booking the bands. Last year the cost for the four concerts was \$23,000 and \$18,000 was brought in

sponsorship. A true cost of the Calendar, Town Day and Concerts was requested by Councilman Ullman.

9-01-30-420-002	Town Day	Okay \$22,000
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Local food vendors will be used this year, as well as surrounding town vendors, instead of food trucks, as was done last year. No trucks will be parked on Memorial Field, as was done last year, School Street will be closed down to allow for parking. A \$5.00 wristband will allow children to go on all the rides, perhaps with a limit of two pony rides. A conversation followed on the Township hosting food/beverages at the unveiling of the new Veteran's Memorial this Spring, which is being done as an Eagle Scout Project by James Stickel.

Firehouse, DMF Building, and Town Hall electricity will be adjusted after a full year due to new fixtures/bulbs being installed this year.

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Administration Offices – Telephone is a lease/maintenance amount. In 2020 the amount will just be for maintenance, the Township will own the phone system, there will no longer be a lease payment.

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9-01-31-455-200	Sanitary Sewer Fees – BCUA	Decrease to \$739,025
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Above line item decreased to \$739,025, due to a decrease flows in the Township.

Council President DeSena stated he would like the record to reflect he is abstaining from the above line item.

Shared Service Meeting will be held Wednesday, March 20, 2019 at 7:30 pm, 3rd floor, Town Hall. All surrounding towns have been invited.

PAGE 58

9-01-32-465-000	Landfill Dumping Fees – Debris Program	Okay at \$68,000
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The above line item is for bulk pick-up, curbside, grass, branch debris pick-up, once a month debris pick-up, and when residents dump at the yard, Tuesdays and Saturdays. A conversation followed on monitoring the dumping on Tuesdays and Saturdays.

9-01-36-471-001	DCRP Pension	Decrease to \$10,500
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9-01-41-702-200	Municipal Alliance Watch Municipal Share	Increase to \$2,500
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9-01-41-703-200	Municipal Alliance Grant St Share	Okay at \$9,876
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9-01-41-731-200	Res for Recycling Tonnage Grant	FLAG
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9-01-41-732-200	Res for Clean Communities Program	FLAG
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9-01-43-490-240	Municipal Court - Subscriptions & Books	Zero out
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PAGE 64

9-01-43-490-240	Municipal Court - Subscriptions & Books	Zero out
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9-01-44-902-200	Cap Improvement Fund	FLAG
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A list of uncollected tax payments was requested, total amount.

PAGE 14

9-01-20-115-110	Director of Law - Salary	\$74,201 (all agree)
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Above is a 1.5% increase from last year.

PAGE 15

9-01-20-155-260	Dept of Law - Other Legal Services	Decrease to \$12,500
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A conversation followed on the above line item, \$10,000 for litigation, which includes other expenses, such as court stenographer, filing of deeds, records, and subpoenas. Bashara filing fees are part of the above line item, and Mr. Poller's time for Bashara is included in his salary. Mayor Calamari stated in light of what was spoken about in Closed Session he feels we need a little more cushion in there. Councilman Cascio asked would you like to add another \$3,000. Council President DeSena stated he would not like to make it too high if it is not needed. This is for other legal services, and Mr. Bell comes out of escrow. Councilman Cascio stated he makes a proposal to raise it by \$2,500, making it \$12,500. Council President DeSena asked is Council okay with \$12,500. All agreed. Council President DeSena stated line item 9-01-20-155-260 is coming down from \$20,000 to \$12,500, it is a \$7,500 deduction from the original budget.

Back up generators have service contracts.

PAGE 6

9-01-20-120-120	Assistant to the Clerk	Increase to \$29,000
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Upon review of the 2018 Personal Action Form for the Assistant to the Clerk, the Council raised the hourly wage to \$18.00 per hour during the budget sessions, it was documented but the rate was never received, it was still at \$16.50. \$29,000 will cover this year, including the September timeframe to increase hours to full time.

Administrator Tovo provided the revised Capital Plan with back-up. The balance from the 2018 Road Program is available for 2019. The monies accumulate year to year, and less was spent, which was then reviewed and reallocated. An updated color map will be provided. A conversation followed on the streets that are left to complete, re-addressing the cracks and addressing the cross-streets that were not completed. The \$550,000 will be left in the road program. The Township will know next month if they will receive the matching \$150,000 DOT Grant for Ridgewood Road, the grant for Robinwood was received. The Administration will be meeting with SUEZ. This year the DMF will be purchasing a Class 5 dump truck, and there will be funding for a Class 7 dump truck. A discussion followed on electronic card readers not only for the Police Department, but eventually for the building. Administration will provide a confidential memo regarding police security. Monitors have been requested by the Police Department, which will be purchased under State contract. The DMF hot box will not be purchased this year, it will be put into the 2021 budget. A conversation followed on using the monies from the sale of the middle school, and not bonding the extra million. Ten-thousand-dollars was budgeted for shelving in the storage room, a quote of five-thousand-dollars was received, shelving may be able to be done in the vault also. Twenty-thousand-dollars for

WCTV includes the server, and running the station remotely, cameras will come out of the operating budget. Ten-thousand-dollars is in budget for the Township server. A discussion followed on monies put in the budget last year for "Welcome to Township" signs. A conversation followed on the BANS, using some of the surplus, and purchases. Ms. Curran will prove the numbers regarding tax impact at the next budget meeting.

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

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

Nays: None.

Time noted: 10:38 p.m.


Susan Witkowski
Township Clerk


Michael DeSena
Council President

Approved: May 20, 2019

The next Budget Meeting will be held on Monday, March 25, 2019 at 7:30 p.m.