

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY

PUBLIC BUDGET MEETING

March 26, 2018  
Monday

The Township Council held a Budget Meeting in the Municipal Building, 350 Pascack Road. The meeting was called to order at 7:31 p.m. by Council President Michael DeSena, with the Council President leading a salute to the flag. Members present: Steve Cascio, Arthur Cumming, Michael Ullman and Council President Michael DeSena. Also present: Peter Calamari, Mayor; Mary Anne Groh, Business Administrator; Susan Witkowski, Township Clerk. Councilman Bruno arrived at 7:41 p.m.

This Special Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notices of this meeting were emailed and provided to The Ridgewood News, Pascack Press, The Record and Community Life on March 22, 2018. In addition, copies of said notices were posted on the bulletin board in the Municipal Complex and filed in the office of the Township Clerk on the aforementioned date.

SALUTE TO THE FLAG

GENERAL PUBLIC DISCUSSION

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

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

DISCUSSION

Ms. Patricia McDermott, Secretary to the DMF

Ms. McDermott received and signed a Rice Notice and preferred to have the discussion in Open Session.

The DMF secretary position has been increased to 25 hours per week, in the last week of January and an increase to \$15.00 per hour on July 16, 2018. The position will remain at a four day week, until June/July. Ms. McDermott spoke of her position in the DMF department, phone calls she receives and her duties. She does keep a log of all of her calls and the outcomes. Councilman Cumming spoke of what he did in Fair Lawn regarding resident's phone calls, and he does feel it is a challenging job. Councilman Ullman spoke of his concern of the role being a team effort, working on reports and purchase orders. Ms. McDermott spoke of working in tandem with Mr. Lawlor. A conversation followed on maintaining a file on each truck, and a process to track when a truck would need service. Mayor Calamari spoke of a software for vehicle maintenance in the Township, and an excel spreadsheet. Councilman Bruno asked about the job description and who gives Ms. McDermott direction, and if she feels she needs more guidance. Ms. McDermott replied no, she and Mr. Lawlor work well together. A lengthy conversation followed on job descriptions in positions within the Township, guidance for employees and the sharing of files between Mr. Lawlor and Ms. McDermott now that there are two computers in the department. Ms. McDermott did request a wooden desk for her room. She spoke of working with the DMF employees, who is she finds very respectful and does enjoy working with them. A conversation followed on bringing Ms. McDermott into the main building. Ms. McDermott also requested "Employees Only" signs for doors since residents do come into the garage and it is a safety issue. Council thanked Ms. McDermott for coming to the meeting.

### 2018 Budget Review

A conversation followed on Mayor/Council salaries and the annual amount. A discussion followed on the hiring of a labor attorney under a separate control number (professional services) for PBA negotiation of contract and the hours necessary. Additional fees were discussed for Lerch, Vinci for user-friendly budget, as well as additional work, and using another provider in 2019. A conversation followed on vendors informing the Council when they will go over budget, providing documentation before work is to begin. All department heads will be notified of this change. A conversation followed on various town events, such as Town Day, volunteers, payment of coordinator/director, hiring of professionals and developing an operations manual for each event. The Township calendar was also discussed, the impact to taxpayers as well as creating a separate line item for the outdoor concert. A proposal on updating of the website will follow.

A motion was made by Councilman Bruno, seconded by Councilman Cascio to reduce line item 8-01-20-406-110 Public Affairs -S&W Event Coordinators to zero.

Ayes: Councilman Bruno, Cascio, Cumming, Ullman, DeSena.

Nays: None.

A discussion followed on the explanation of revenue versus expenses, and the idea not to create surplus funds. The replacement of Township stop signs, poles, and street signs was discussed. Currently there are 89 missing street signs, and 187 stop signs. Suggestions were made of doing half the stop signs this year, and half next year. The 2019 road program includes signs in the bids. Monies for "Welcome" signs will come out of the Capital Budget.

Time noted: 9:21 p.m.

Resolution No. 18-181  
Closed Session, March 26, 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.

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 .

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.

x   The Township Council anticipates that an open session will be necessary.

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

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

Mayor Calamari left meeting at 9:45 p.m.

Public Session was reconvened at 10:35 p.m.

Discussion 2018 Budget Review

A conversation followed on seniors and Veteran's needing representation in the Township. Background checks for volunteers was discussed. A proposal will be provided by a new cleaning vendor. A lengthy conversation followed on the current surplus, regenerating monies at the same rate, bond ratings, the unemployment reserve and unfunded ordinances. The budget analysis will be updated, and Ms. Morrone will be asked to look at what is still funded and the unused ordinances. Reserve for uncollected taxes was discussed, as well as paying down the BANS.

PAGE #	LINE ITEM NO.	DESCRIPTION	INC	DEC	AMOUNT	FLAGGED
4	8-01-20-111-100	TWP. COUNCIL S&W		3,118.00	28,289.00	
14	8-01-20-155-110	DIRECTOR OF LAW-SALARY			140,804.00	X
14	8-01-20-156-260	DEPT. OF LAW-ADMIN PROF SERV			50,000.00	X
16	8-01-20-165-201	GENERAL ENGINEERING			83,000.00	X
16	8-01-20-165-202	STORMWATER MGT. ENG FEES			5,000.00	X
16	8-01-20-406-110	PUBLIC AFFAIRS S&W EVENT COORD		8,500.00	0	
17	8-01-20-406-500	PUBLIC AFFAIRS - MISCELLANEOUS			3,500.00	X
17	8-01-20-406-510	PUBLIC AFFAIRS-CALENDAR			3,000.00	X
19	8-01-21-185-130	ZONING OFFICE-CODE ENF OFFICIAL			9,500.00	X
24	8-01-25-240-120	POLICE-OVERTIME			282,000.00	X
25	8-01-25-240-193	POLICE-SPECIAL OFFICERS			2,500.00	X
28	8-01-25-240-810	POLICE-COMPUTER SOFTWARE			500.00	X
29	8-01-25-250-200	POLICE DISPATCHING-S&W			170,000.00	X
32	8-01-25-265-450	FIRE DEPT. BDLG. MAINTENANCE	1,000.00		8,000.00	
38	8-01-26-290-640	DMF-SALT & BRINE		1,200.00	0	
39	8-01-26-292-000	DMF-STREET SWEEPING			13,500.00	X

46	8-01-28-370-404	RECREATION-WRESTLING/SAF.EQ.		2,500.00	0	
46	8-01-28-370-406	RECREATION-LACROSSE LIGHT RENTAL			3,000.00	X
47	8-01-28-370-784	RECREATION-WRESTLING LEAGUE FEES		3,000.00	0	
49	8-01-28-375-420	PARKS-BUILDING MAINTENANCE			9,000.00	X
49	8-01-28-377-200	RESURFACING MEMORIAL FIELD			45,000.00	X

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

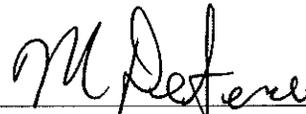
Ayes: Councilmen Cascio, Bruno, Cumming, Ullman, DeSena.

Nays: None.

Time noted: 11:39 p.m.



Susan Witkowski  
Township Clerk



Michael DeSena  
Council President

Approved: May 7, 2018