

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
REGULAR MEETING  
APRIL 1, 2019~7:30 p.m.

**PLEASE NOTE THAT THE MEETING WILL OPEN,  
THEN MOTION TO ENTER CLOSED SESSION FOR DISCUSSION  
OF PENDING/POTENTIAL LITIGATION, COAH  
LASTING APPROXIMATELY 1-1.25 HOURS**

CALL TO ORDER: Council President DeSena, 7:30 p.m.

STATEMENT

Welcome to the regularly scheduled Public Meeting of April 1, 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 in January and this notice has been posted on the Township Bulletin Board and on the Township Web Site.

Please notify the Township 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: Lead by Council President DeSena

ROLL CALL:

Councilmen Cascio, Cumming, Council President DeSena.

Let the record reflect also in attendance: Mayor Calamari, Township Administrator Tovo, Township Attorney Poller, and Township Clerk Witkowski.

Absent: Councilmen Ullman, Bruno and CFO, Judith Curran.

Councilman Ullman arrived at 7:32 p.m.

Councilman Bruno arrived at 7:41 p.m. during Closed Session

CLOSED SESSION:

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to approve Resolution No. 19-171.

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

Nays: None.

Absent: Councilman Bruno.

Resolution No. 19-171

Closed Session – Pending and potential litigation/COAH

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.

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. **PENDING/POTENTIAL LITIGATION, COAH**

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.

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.

RECONVENE OPEN PUBLIC SESSION: 8:48 p.m.

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to reconvene to Open Public Session.

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

Nays: None.

*Resolution No. 19-178 was read into the record by Township Clerk Witkowski*

RESOLUTION NO. 19-178

James A. Viviano, et al. (referred to as the "Applicant") Lot 1.05 in Block 1305 and Lot 2 in Block 1306 (referred to as the "Properties") Township of Washington Planning Board Application

WHEREAS, there was filed with, and is presently pending before the Township of Washington Planning Board ("Planning Board") an application concerning the Properties which was summarized in the letters dated January 14, 2019 and February 28, 2019 from Hutt & Shimanowitz, attorneys for the above referenced Applicant, James Viviano, et.al; and

WHEREAS, the Applicant has requested that the Township of Washington consent to the making of said application to the Planning Board; and

WHEREAS, the Township of Washington is the current record owner of the property designated as Lot 1.05 in Block 1305 in the Township; and

WHEREAS, the Township Council has considered the arguments advanced in favor of and against such consent being given, as set forth in various submissions by Hutt & Shimanowitz, attorneys for the Applicant, and Beattie Padovano, attorneys for The Concerned Neighbors of Washington Township Inc., a non-profit corporation of the State of New Jersey;

NOW, THEREFORE, BE IT RESOLVED, that the Township of Washington as owners of Lot 1.05 in Block 1305 on the Township of Washington Tax Map hereby consents to the Applicant's making of the application pending before the Planning Board.

A motion was made by Councilman Cascio, seconded by Councilman Cumming to approve Resolution No. 19-178.

Councilman Ullman stated before he votes, he would like it to be noted that he does not believe this sitting Council needs to provide consent, he believes that that consent has been given previously through the Settlement Agreement with Viviano, but he does understand by not consenting, we are opening ourselves up to potential further litigation. He stated when he votes, it is based on those factors.

Councilman Bruno stated he has heard arguments on both sides, it goes back to 2001, which he was not involved with, he is still not sure, and doesn't understand why Council has to vote.

Councilman Cumming stated he has no comments.

Councilman Cascio stated the choice is pretty clear for him.

Ayes: Councilman Cascio, Ullman, Council President DeSena.  
Nays: None.  
Abstain: Councilman Bruno.  
Recuse: Councilman Cumming.

MAYOR'S APPOINTMENT (without consent of Council)

Mayor Calamari – To the Council President and the Council of the Township of Washington, please be advised that I am appointing the following citizen to the position set forth below:

Christopher E. Martin, Esq. One-year term	Alternate Municipal Prosecutor Expiring December 31, 2019
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*CFO, Judith Curran, arrived at 8:50 p.m.*

PRESENTATION

Firehouse and Ambulance Corps Buildings	Robbie Conley, Architect John Descano, Architect
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Robbie Conley Architects were hired by the Township to work on the Public Safety Complex, he has been a firefighter for 36 years, his firm specializes in emergency service buildings, and is here to discuss the schematic design for the Public Safety Complex. A study and a needs assessment were done and presented to the Township about a year and a half ago, on the needs of the Fire Department. The firm was asked to include the Ambulance, they did not meet with them, but did it based on the existing building. Afterwards, they did meet with the Ambulance Corps, assessed their needs, met with the Fire Department again, reassessed their needs, making sure everything was there before putting pencil to paper with different iterations of design. The initial understanding was that the project was going to be over budget at that point, so we went back, met with the Fire Department, as well the Ambulance Corps. Councilman Ullman asked if Mr. Conley was given a budget? Mr. Conley stated the budget on the project that was presented was about 5 million for the building. Councilman Ullman stated it was 5.9 million, closer to 6 million, what was the budget that the firm was working within? Mr. Conley stated the budget we are working within is 5 million for the building, 5.9 million to 6 million for the total project cost. Councilman Ullman asked who gave Mr. Conley that budget? Mr. Conley replied that was from the original presentation that our firm did a year and a half ago. Councilman Ullman asked when Mr. Conley revisited the building and after further input from the Fire Department, and the Ambulance Corps, what was that new number, and is there a constraint being put on the Township? Mr. Conley replied that new number that the firm came up originally was closer to 6 million for the construction of the building, about 7 million all in, the other issue is the size of the building, we would have either had to demo the Fire Department, and they would have had to find a temporary housing, which would cost additional monies, or we would have had to had to construct the building in phases, which would be addental monies. The firm met with the Fire Department and Ambulance Corps, looked at some spaces that could be dual usage, rather than having a separate meeting room and day room. Some of these spaces could be dual usage, as well as some of the offices, by cutting down some of the additional

bays, and have a project that is closer to the budget, fit on the site, without doing a phase project, or demoing the existing Fire House, and having them relocate during construction. The original needs for the Fire Department is about 6,300 square feet for operation, 3,100 square feet for Administration, 5,300 square feet for house. The Ambulance was a little over 5,000 square feet, a total being approximately 20,000 square feet, which were the numbers that were originally started with, then that was paired down, because it did not meet the needs. The firm has come up with a design, constructing the building to the east-side of the existing Fire House, on the parking lot area, Ambulance in the middle, approximately 8-10 feet between the two buildings, this can be with the Fire Department still operating during the construction of the project. As per the floor plan, there are two ambulances, and a utility vehicle that can pull out the side, such as a trailer, or first responder vehicle. On the first floor is all Ambulance Corps, they have a multi-purpose meeting/training room, locker/showers, bump rooms, de-con, medical, additional storage, quiet room/conference room, as well as office space for radio room. The other side of the building is all fire operations, maintenance, SCBA, decon space, radio room, which will be shared, possibly a second dispatch center, it was put into the shared space, if need be Police/Fire/Ambulance can all use that radio room as a secondary dispatch center. The Ambulance Corp is all on the first floor, with no space on the second floor, the stairs say "Fire" since that is part of the fire space, the total footprint of the building is about 12,690 square feet. The second floor is meeting, training room, kitchen, lounge, lockers, showers, bump rooms, with the office suite being in the middle. The stairwell goes directly into the engine bays, and two egress stairs, one in the front and one in the back, as well as an elevator in the front of the building. The second floor of the building is approximately 6,200 square feet, the total for fire is 13,000 square feet, 5,000 square feet for the ambulance. A slide with all the square footages was presented. Two options came up during the Design and Development phase, which would give an idea of what the building would look like. At this time looking at the center part being brick, and the rest of the building being an architectural block on the outside. The cost of the building, including demolition, site work, exhaust systems, other specialized equipment, emergency generator, would be \$5,045,250.00, \$65,000 included for the generator, which will be provided by a grant, but we are keeping that in there. After the soft costs, it will be \$5,099,000. Councilman Ullman asked if the furniture is not on the new estimate. Mr. Conley stated the furniture was taken out, he was told to take it out, it would not be part of this project. Councilman Ullman asked who told Mr. Conley to take it out? Mr. Conley replied it was the Committee, he does not remember exactly who it was, but it was during a meeting of the Fire/Ambulance/Mayor and a few Council people, most of the projects that the firm does, the furniture is not included in the actual project, he put that cost in there so everyone could see what the all in cost is in the beginning of a project, as we move forward if it is not part of the project, he backs the number out. Councilman Ullman asked what are we estimating in this cost estimate? Mr. Conley replied the construction of the building, the professional fees, the legal reproduction, including \$500,000, 10% contingency of the project. Councilman Bruno asked what else was taken out? Mr. Conley stated the only other thing is the legal reproduction cost, since this project will be put out as a digital disk, not drawings, so we are not talking about 300 sheets of drawings being reproduced 25/30 times, and also we were able to cut down on bonding costs, this is just a number that is put in the beginning of the project as a place holder, it is basically .0175 of what the cost is. Council President DeSena stated the emergency generator, at a cost of \$65,000, the grant has been received, it is just a matter of time to either keep the grant and move that line item in to furniture which is \$9,000 short. Councilman Ullman does Mr. Conley believe that we will save \$62,000 in reproduction fees. Mr. Conley stated that is an arbitrary number that he has used for 20 years, and put it in the beginning at the study phase, because he doesn't know what the reproduction is going to be, as well as the bonding, how the project will be funded, as we go along, we start taking this

arbitrary numbers, and we start paring them down to what the actual cost is going to be, he feels comfortable that \$25,000 is more than enough for reproduction. Councilman Ullman stated where do we stand with the professional fees, at \$415,000? Mr. Conley stated our fees are \$396,000, he keeps the \$415,000 due to Township engineering, geotechnical engineering, as well as other things, there is \$19,000 in there. As the Township moves into design/development the geotechnical engineer will be on board, currently are getting ready to contract with them now, getting pricing, at that time we will get a better idea of the fee, as well as site engineering, which is not part of the firm's project, municipal engineer will be working with the firm for the site design, which is part of the \$415,000. Councilman Ullman asked Council President DeSena is the \$15,000 enough. Council President DeSena stated he would have to check with Mr. Conley, but it is a good number, this is for the curbs, sidewalks and apron. Mr. Conley stated he feels the largest cost for the site engineering is going to be applying to the County Planning Board, which in the past these projects get a letter of no interest, but there is a process, this firm intends to do most of the pad work and design work, working with the Townships site engineer on other projects, that is how it was done before. Councilman Ullman asked what does the \$120,000 for site work entail? Mr. Conley replied that is basically the curbs, some repaving, and we also will have to do some retaining wall along the back of the building, which will have to be removed and moved back a bit, there will be some cost for that retaining wall, at this time without having the site engineer involved, that \$120,000 is an educated guess, and from his experience he feels fairly comfortable with. Councilman Ullman stated the existing retaining wall had to be repaired about two years ago, at a cost of \$35,000, T&S Corporation, now we are demolishing the retaining wall, pushing it back, and rebuilding it, does this include on site drainage, water retention, all of those plans? Mr. Conley stated until he meets with the site engineer, he is not positive that there is not going to be any, but at this time, the site that is there is almost 100% impervious, since we are going to make that better, by putting some landscaping and grass, it will reduce the impervious material, therefore storm water management should not be an issue with this site at all. Councilman Ullman stated will any of the utility services need to be increased? Mr. Conley stated we have not gotten into the project, this is a schematic design, we are moving into the Design Development Phase at this point, at the end of the Design Development Phase, we will have some of these answers to these questions. Councilman Ullman stated does it include signaling in front of the firehouse? Mr. Conley replied it is a County road, typically is something the County would handle, part of the signaling project. Councilman Ullman stated he spoke to John this morning, and he stated the signal in front of the building is not, there is a plan to integrate with the circuitry at the light, allowing for a constant green. Council President DeSena stated we were asked for fire trucks leaving the station, two beacons. He stated when the Mayor and himself met with the County Executives, there were two trucks existing the station, with flashing beacons, that they would control with a remote, one on each side, they are solar-powered, and actuated by remote. Councilman Ullman asked what does the demolition line include? Mr. Conley replied that includes removing the firehouse, the footings and foundations for the firehouse, it does not include the red house. Council President DeSena stated the red house will be demolished in less than two weeks, the contract has been awarded. Councilman Bruno asked what about the commuter parking lot? Mr. Conley replied that area is not necessarily in the site work number, until he finds out where the site work number is going to be, we get to the next phase, then we will see if that can put in this parcel, at this point right now, we still have a half-a-million-dollar contingency, 10%. He stated regarding the 10%, we try to reduce that as we get further along with the project, typically with change orders one to two percent change orders on the whole project. Council President DeSena asked what did Montvale come in in total change orders? Mr. Conley replied Montvale came in a little bit higher, since we were under project, Montvale's change orders were about 2%. Councilman Bruno asked what does the environmental remediation

mean there is none or it is not included if you find it? Mr. Conley replied that means that is not included in that cost estimate, it would be a separate cost, he cannot estimate or guess what environmental remediation may be required, if any. Councilman Ullman asked are there any UST's on the site? Mr. Conley replied he does not know, as far he knows there are no active. His understanding is that these were residential properties in the past, and he can only assume if there were any, they were taken out when the properties were demolished, but if we do run into a situation, where there are footings and foundations still there, which he has run into, that would run \$50,000 to \$100,000 so that would eat up some of the contingency, but he feels comfortable with the number, and hopes as we move forward, getting the site engineer involved, we can pair those numbers down. Councilman Ullman stated the 5 Star was a contaminated site, and the plume went west and south, and should be something that we are aware of. Councilman Ullman stated the diesel exhaust, line 5, it is \$63,000, in the earlier proposals, is there incremental cost to cover both sides? Mr. Conley stated there is, it is approximately \$9,000 per bay, at that time we were looking at more bays, we are looking at 5 bays for fire, 2 for EMS, the one in the back we weren't looking at a diesel exhaust system. Councilman Ullman the specialized equipment went from \$30,000 to \$20,000, what was eliminated? Mr. Conley stated with having less doors, things of that sort, he felt that number was more reasonable, this is talking about key fob, security, those sort of systems, it is not fire apparatus, it is related to the building, the estimate includes a full security system, as part of that specialized equipment. He stated that is for access control, camera equipment, intrusion alert, is it not typically put on these buildings, but can be added. The initial proposal had a bay for the boat and trailer, but now it will be stored outside. Council President DeSena stated both ambulance and fire made a consciences decision to eliminate a bay in our committee meetings. Mr. Conley stated they both eliminated a bay, and now have dual use spaces. Council President DeSena stated Mr. Conley and John gave the ambulance their double bays, and that back/side door was important. There are two telecommunication rooms, the IT room is located on the second floor, the mechanical/electrical rooms are located in the back, with a back door for someone to come in and maintain the building, the Fire/Ambulance Corp will not have to be there to let them in. Councilman Ullman asked why are two washer/dryers needed. Mr. Conley stated the turn-out gear machine is a gear extractor, more of a commercial type of machine, the ambulance squad needs more of residential type unit, they need to have a separate facility for that. Most ambulance squads have turnout bunker type clothing, regular cotton type, sheets and towels. Council President DeSena stated during the committee meetings, there was a big reason to keep the two buildings separate and distinct from each other, the Ambulance Corps will keep control of their square footage, and the Fire Department would keep control of their square footage, with access control between the two, but there is not interconnection. He stated we did look at combining the bunk rooms, but there may be different times they would be needed, the committee did look at a bunch of ways to shrink the building even further, by combining laundry rooms, bunk rooms, bathrooms, but it starts putting the building together, and you start creating a building with hallways. Councilman Ullman stated he does not follow that; a bathroom is a bathroom. Council President DeSena stated when you make a common bathroom for both, your introducing long hallways, because you still want to keep the departments separate, it created a lot of wasted space by doing that. Councilman Ullman stated the goal was to create two buildings under one roof? Council President DeSena replied no, that is not the goal, we spent a lot of time looking at combining as much space as possible. He stated Mr. Conley and the committee looked at combining the bathrooms, etc., but at the end of the day, it does not make sense to combine, because if there is an emergency, and they both need it, how is it shared. Mr. Conley stated the bathroom facilities are a code issue, the number of toilets that are required are per code, so if we were to put the bathrooms together, they would be a larger bathroom, with the same number of toilet fixtures, sinks. The organization would much rather have them separated,

the cost does not increase. He stated regarding the kitchens, the Ambulance Corps kitchen is more of a residential kitchenette, whereas the Fire Department is more like the existing kitchen they have now. Councilman Ullman asked is there an opportunity to consolidate the training/meeting room? Mr. Conley stated originally, they were separate, now there is a space which is the ready/offices/training room all in one space, as opposed to having two separate large spaces. There is one large space on the 2<sup>nd</sup> floor labeled meeting/training room, and the other space downstairs is more of a lounge/office/training room, more of a multi-use space. If the Ambulance Corps is going to have 60 people training, since they cannot fit on the first floor, they can talk to the Fire Department about using the 2<sup>nd</sup> floor training space, since there is only one large training space in the building, the other training space is much smaller. The meeting/training room would have tables, chairs, desk/table, the day room/lounge/ready room is where the television is, sofa, place to hang out, recharge, and comradery that is required. Most of the meeting/training rooms are equipped with internet access, large television screen, all the training is done on that, it is not necessarily as part of the budget, but part of what would be spent to outfit that training space. Councilman Ullman asked does the budget contemplate that this is an empty shell? Mr. Conley replied not an empty shell, movable furniture is not part of a building construction project, there is no reason for the Township to pay a general contractor to put in movable furniture, it is done as a separate contract. Councilman Ullman stated from this schematic, there is no furniture in the building? Mr. Conley replied no, on a schematic design that would not be done. Councilman Ullman stated in the cost estimate, there is no furniture accounted for? Mr. Conley replied there is no line item for furniture accounted for, that is correct. Councilman Ullman asked have the Fire Department and Ambulance Corps officers signed off on this? Council President DeSena replied both department committee members signed off on it at the last committee meeting. He stated he doesn't know the by-laws of the Fire Department or Ambulance Corps, but he does know initially, when the Ambulance Corps was to move, they had a vote, it passed to move to this location, as well as the committee members signing off for the presentation to move forward. Chief Insetta (Fire Chief) stated there is nothing in our by-laws for this, this is a Township building, the Ambulance Corps owns their own building. Council President DeSena stated your department is comfortable bringing this plan to this meeting. Chief Insetta stated everything that was presented the Fire Department was invited to, and everybody is fine with it. Council President DeSena stated regarding the Ambulance Corps, an initial vote had to be taken, due to the moving of the building, and it passed, the committee said to proceed with this also. Councilman Ullman asked if the Township needs to deed any of the building to the Ambulance Corps? Captain Robert Rayve (Ambulance Corps) replied the answer is yes, as part of the agreement, we currently have a deed to the property that we are in now. He stated what we asked was that if we are going to cooperate, move, we are happy to do that, and be part of this, we ask that we do not lose anything in that process. He stated currently the Ambulance Corps has a deed that we are able to be at the location we are at for as long as we remain a volunteer organization serving the Township, in moving part of the Memorandum of Understanding that we initially submitted, was that we would have what we have now, as long as we serve the Township as a voluntary organization, we have the deed to that property in the building. Council President DeSena asked Mr. Poller if there is an objection to that. Attorney Poller replied you are talking about deeding a portion of a building, and he does not think that will happen, the better way of doing it is creating a lease situation. Councilman Ullman stated the Ambulance Corps had an understanding, and that understanding was not fully understood, and it sounds like we cannot do it, but may be able to be done in a different manner. Council President DeSena stated the Ambulance Corps is getting more square footage than they currently have. Captain Rayve stated we would be open in discussing a lease situation, as long as it was under the same terms as the deed, it would have to be brought before the members for a discussion, but the lease would

have to be such that the Ambulance Corps has the same freedoms that we have now. Mayor Calamari replied we do not see that as being a problem. Council President DeSena asked if Council has anything further? Councilman Ullman replied no. Councilman Cumming stated he sees quite a bit of good information, and is happy with it. Councilman Bruno replied no. Councilman Cascio asked how can we bring the price down, 6 million is a lot of money, but the Fire Department and Ambulance Corps need a space to operate that is safe for everyone, but he is concerned about the cost. Mr. Conley replied there are three things that effect cost, square footage of the building, which we have controlled by meeting with both organizations, paring off what can be pared off, quality of materials, normal construction of masonry and wood, we are not looking at building the Taj Mahal, but we also are not looking to build a building that will not last the Township for a long time. He stated he does not think it is too elaborate, it is the type of construction that is needed for this, not looking at putting the cheapest materials, but definitely not looking at putting high end, we design buildings to last 50-100 years. Council President DeSena stated he would say a big "Thank You" to all the building committee people for all the countless Thursdays that was spent on this, all their time and energy bringing it back to their organizations. He stated it is a great start and it is the future of the Township of Washington Fire & Ambulance, he is proud to be a part of it, cannot wait to see it move forward. Mayor Calamari stated it has been a pleasure working with the bodies, and we have a great facility outlined here, looks forward to bringing it to completion. Council President DeSena stated Mr. Conley's overall price was approved, this is the concept development phase end. Mr. Conley stated he is asking for approval to continue to move on with the design development, and we can get some of Councilman Ullman's questions answered. If Council pleases, being back in 2/3 months with the end of the design development phase where we will have much more information and hopefully get the cost down, if we possibly can. Councilman Bruno asked how far back does the building go? Mr. Conley stated we are staying 40 feet from the end of the property line, having enough room for the ambulance personnel to park on that side, and also having enough space for vehicles to pull out, making the turn to get back out. Parking for fire will be where the building is now, repaved as parking on that other side. A conversation followed on commuter parking, especially where the red house is, also looking at Season's commuter parking lot. Regarding the red house, for the removal of the tank, capping of the sewer will be approximately \$22,000, this was never budgeted for. Councilman Ullman asked what is the back of the building going to look like? Mr. Conley stated the back of the building will be what is architecturally called color smooth block. Councilman Ullman asked moving the firehouse, what will be neighbors be looking at? Mr. Conley replied it will be a pitched roof, brick will be on the front addressing the street, the back will be concrete block, color smooth. Councilman Ullman asked what would the height of the main building be? Mr. Conley replied roughly 22-foot, peak at 40 feet, the existing is probably between 30-35 feet. Councilman Ullman stated it looks as though we are pushing back on the retaining wall, sited slightly deeper in the lot. Mr. Conley replied yes, it is sitting back deeper to where the firehouse currently is, and taller. Council President DeSena asked if Council is ready to give Mr. Conley the okay to move on. Councilman Ullman replied no. Councilman Cumming replied yes. Councilman Bruno stated he has no problem moving on, but our budget has not been completed yet, we have a week or two to complete a budget, there is a debt schedule that is still outstanding, he would like to get one thing done. He stated we have many projects, so before he as a resident/councilman commit to future monies, he would like to know how it will be done, and doesn't believe a week or two will hold up Mr. Conley at this point. Councilman Cascio stated we are talking about a week, it will happen, we have to find out where the price is at, and move forward from there. Mayor Calamari stated we have already given Mr. Conley the okay to take this further, that pool of money has not been exhausted as of yet. Mr. Conley replied that is correct. Mayor Calamari stated it is not anything extra for Mr. Conley to proceed at this point. Mr. Conley stated we are

already moving forward into the design development phase, we are getting consultants on board, that needs to be done before we can nail down the cost. The next phase includes the mechanical, electrical, plumbing engineer, which is the money that has already been approved, which he has already gotten, it is part of the \$396,000. Councilman Ullman stated Council approved the \$138,000, which was the first two phases, schematic design and design development. Mr. Conley stated at the end of the schematic design, he is showing what they have come up with and wants to make sure everyone is on the same page and agrees with the direction we are heading, so we can proceed with the next phase of the project. Councilman Bruno stated it does look nice, it is functional. Councilman Cascio stated with the smooth block in the back since it is cheaper and no one will see it, he is good with it. Councilman Cumming stated it has been a pleasure to work with Mr. Conley, his associate, and the gentlemen from the Fire Department, Ambulance Corps and be part of the creative process, thank you. Mr. Conley stated it has been a pleasure, thank you.

READING OF TOTAL LIST OF BILLS

The Clerk read the totals of the list of bills representing March 1, 2019 through March 29, 2019.

TOTAL	2018 Reserve	\$190,887.77
TOTAL	2019 Current	\$2,357,826.73
TOTAL	Capital Fund	\$110,861.45
TOTAL	Animal Control	\$868.80
TOTAL	Trust Fund	\$4,4481.40
TOTAL	Grant Fund	\$0.00
TOTAL	Escrow Trust	\$14,311.42

Councilman Ullman inquired about the following items:

Page 5, a deposit was put down for the “Holiday Party” at Season’s, for approximately 90 plus/minus people. Other venues were looked at, such as Bacari Grill, but they cannot handle 90 plus people comfortably.

Page 14, recycling collection is a contracted amount, the contract expires at the end of 2019.

Page 22, sewer jet repair is a shared expense, the jet was not broken, it was for maintenance/scheduled repairs.

Page 27, quote was for \$59,000, amount paid was \$45,000. Administrator Tovo stated it should be progress billing, he will check into it.

Page 12, repair of the flue in the Police Department, furnace. Administrator Tovo will look into this.

APPROVAL OF MINUTES:

A motion was made by Councilman Cumming, seconded by Councilman Bruno, to approve the following minutes:

- December 17, 2018 Regular Meeting
- December 17, 2018 Conference Meeting

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

## REPORT OF MAYOR CALAMARI

### Household Debris Pick-up

This is the first week of household debris, that has been started this week.

### Shredding & E-Recycling

The Township Shredding & E-Recycling Event will be held on April 13<sup>th</sup>.

### Lighted Pedestrian Walking Signs

The signs have been installed since the weather was contusive to it, be aware of people crossing the street.

## PROCLAMATION

Read by Mayor Calamari

### April is Child Abuse Awareness and Prevention Month

WHEREAS, we all have a responsibility as individuals, neighbors, community members and citizens of Township of Washington to help create healthy, nurturing and safe experiences for children; and

WHEREAS, healthy and safe childhoods help produce confident and successful adults; and

WHEREAS, child abuse and neglect often occur when people find themselves in stressful situations, without community resources, and don't know how to cope; and

WHEREAS, incidences of child abuse and neglect can be reduced by making sure, all families have the support they need and deserve to raise their children in healthy environments; and

WHEREAS, Court Appointed Special Advocates (CASA) is authorized by State Statute and Federal Law to help the Court and Child Welfare systems make "best interest" decisions on behalf of children removed from home because of abuse or neglect; and

WHEREAS, CASA volunteer advocates in Township of Washington help to ensure that abused and neglected children who are placed in foster care and other out-of-home placements are safe and receive the services they need to achieve well-being; and

WHEREAS, CASA advocates reduce the number of moves between placements, help shorten the overall time a child remains in placement, and serve as a consistent person in the child's life until that child achieves permanency in a safe home with a loving family;

NOW, THEREFORE, I, Peter Calamari, do hereby proclaim April 2019 as Child Abuse Awareness and Prevention Month in Township of Washington and April 5 as CASA Child Advocacy Day 2019; and urge all citizens to support the CASA network across New Jersey, as it strengthens families and helps children learn, grow, and thrive.

## REPORT OF COUNCIL

Councilman Ullman stated last week he spoke with David Schwartz regarding firehouse grants, he doesn't know where the Township stands with the grant process. He did speak with him regarding the capital programs we had with our Fire Department, including the building of a new firehouse, replacement of a tower ladder, engine, as well as upgrades to the radio system. Mr. Schwartz is

associated with AFG, Assistance to Firefighters Grant Program. Based on the information he shared with Mr. Schwartz regarding the age of the Township tower ladder, it would be a good candidate for one of the grants. He stated it is done on a fee basis, a single AFG grant application is \$4,500, the fee is to apply, whether the grant is received or not. Mr. Schwartz felt that program was not suited for the firehouse, but possibly radios for the Fire Department, as well as Scott Paks. He will forward Mr. Schwartz's contact information to Administrator Tovo.

Councilman Cumming stated he will defer to the length of the evening, and the amount of material that needs to be covered, therefore he will not give a report.

Councilman Bruno stated he as well.

Councilman Cascio stated he has no report.

Council President DeSena stated has the following PSA:

#### A MESSAGE FROM THE TOWNSHIP HEALTH DEPARTMENT

In light of recent updates regarding the measles outbreak in Rockland County, Northwest Bergen Regional Health Commission continues to emphasize both the need to immunize as well as the importance of individuals knowing their vaccination status. Currently, there are no measles outbreaks or cases in Bergen County, but it is important that we remain vigilant in disease prevention and protection.

We urge everyone to check to make sure they and their family members are up-to-date on measles/mumps/rubella (MMR) vaccine and all other age-appropriate immunizations. Getting vaccinated not only protects you, it protects others around you who are too young to get the vaccine or can't receive it for medical reasons. If you're planning an international trip, the World Health Organization recommends that adults or adolescents unsure of their immune status get a dose of measles vaccine before traveling.

The NJDOH recommends that if you are unvaccinated, you should avoid going to communities where there is an active measles outbreak.

For more information about measles, contact your health care provider, or visit the New Jersey Department of Health website.

#### SHREDDING E-RECYCLING IN THE TOWNSHIP

The Paper Shredding & E-Recycling Event will take place on Saturday, April 13 from 9:00 am to Noon in the Municipal Parking Lot. Bring your papers to be shredded and electronic items to be disposed of properly. Electronics included: Computers, Printers, Scanners, Monitors, TV's, VHS/DVD players, etc.

#### NJ Tree Recovery Program – Free Seedlings in April.

Free tree seedlings will be available to Township residents in the month of April as part of the New Jersey Tree Recovery Campaign. From 9 am to 12:30pm on April 13th and April 20th residents will be able to pick up free tree seedlings at the DMF yard, 350 Hudson Ave. Seedlings, available on a first come, first served basis, also come with instructions on how to store, care for, and plant them. Please visit the Township website for a pick-up form.

#### Regulation for Landlord-Tenant

Pursuant to N.J.A.C. 5:29-1.1 owners of dwellings in the Township that are not-owner occupied must complete a Landlord Identity Registration Form. Please contact the Clerk's Office for further information.

#### Crossing Guards

The Township of Washington Police Department is now accepting applications for Full & Part Time Crossing guards. Applications are on the Township website or may be picked up in person at Police Headquarters.

Recreation Department

The Recreation Department is looking for camp counselors for the Township's Summer Rec Program. High School and College students are welcome to apply. Reminder – High School applicants need working papers. Both College and High School age applicants need two forms of ID; such as a Driver's License, Social Security Card, Passport, High School ID. Please visit the Township website for further information.

GENERAL PUBLIC DISCUSSION (five-minute time limit)

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to open the General Public Discussion.

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

Nays: None.

Mary Ann Ozment, 960 Adams Place – Mrs. Ozment questioned Councilman Cumming seconding a vote on a resolution, then recusing himself from the vote. Attorney Poller stated Councilman Cumming does not have to explain why he recused himself, that is his vote. Mrs. Ozment asked if the auditor will be attending tonight's meeting. Council President DeSena replied no, he will not.

John Snyder, 606 Chestnut Street, also representing Pascack Press – Mr. Snyder suggested explaining resolution (19-178), he feels it would be useful. Attorney Poller stated it is a closed session matter, involving litigation that is complex, and it is not something that will be done. Mr. Snyder asked does it involve the Viviano project? Attorney Poller replied yes. Council President DeSena stated it is self-evident on the resolution. A copy of Resolution No. 19-178 was provided to Mr. Snyder.

A motion was made by Councilman Bruno, seconded by Councilman Cumming, to close the General Public Discussion.

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

Nays: None.

ORDINANCES

Adoption: 2<sup>nd</sup> Reading:

Ordinance No. 19-05

**AN ORDINANCE AMENDING FEES FOR SUMMER RECREATION PROGRAM ACTIVITIES AND RELATED SERVICES**

A motion was made by Councilman Cascio, seconded by Councilman Cumming to approve Resolution No. 19-172 authorizing second reading and opening of Public Hearing for Ordinance No. 19-05.

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

Nays: None.

Resolution No. 19-172

BE AND IT IS RESOLVED, by the Township Council of the Township of Washington that Ordinance No. 19-05 entitled: AN ORDINANCE AMENDING FEES FOR SUMMER RECREATION PROGRAM ACTIVITIES AND RELATED SERVICES be read on second reading and the public hearing be held thereon pursuant to law.

No Public Comments.

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to close the Public Hearing on Ordinance No. 19-05.

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

Nays: None.

*Township Clerk Witkowski stated on the dais she provided Council with the changes of the time, that were brought up at the introduction of Ordinance No. 19-05. The adoption reflects the changes of the beginning and end times.*

A motion was made by Councilman Cascio, seconded by Councilman Cumming to adopt Ordinance No. 19-05.

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

Nays: None.

Ordinance No. 19-05

AN ORDINANCE AMENDING FEES FOR SUMMER RECREATION PROGRAM ACTIVITIES AND RELATED SERVICES

BE AND IT IS HEREBY ORDAINED by the Township Council of the Township of Washington that Section 5-92(B) of Article XVI of the Code of the Township of Washington ["Department of Recreation"] be and is hereby amended by revising the fee schedule applicable to the summer recreation program as follows:

<b><u>PROGRAM</u></b>	<b>Fee for First Family Participant</b>	<b>Fee for Each Additional</b>
<b>Family Participant</b>		
Summer recreation program (8:30 a.m. to 2:30 p.m.) (6-week program)	\$350.	\$340.
Summer recreation before and after care programs:		
Full before and after care (7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 5:30 p.m.)	\$525.	\$500.
Full before care (7:30 a.m. to 8:30 a.m.)	\$180.	\$160.
Full after care (2:30 p.m. to 5:30 p.m.)	\$400.	\$375.

Fee for late pickup (paid at \$35 per hour for each

end of week)

participant

**Out-of-Town Registration**

(Includes any participants who are not residents of either Washington Township or Westwood)

Summer recreation program (8:30 a.m. to 2:30 p.m.)	\$400.	\$390.
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Summer recreation before and after care programs:

Full before and after care (7:30 a.m. to 8:30 a.m. and 2:30 p.m. to 4:30 p.m.)	\$550.	\$540.
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Full before care (7:00 a.m. to 8:30 a.m.)	\$250.	\$225.
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Full after care (2:30 p.m. to 4:30 p.m.)	\$450.	\$440.
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Fee for late pickup (paid at end of week)	\$35 per hour for each participant
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Prorated refunds will be issued only during the first two weeks of the program. After the first two weeks of a program, registration fees are nonrefundable.

2. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance.

3. All Ordinances or any provisions of any ordinances inconsistent with the provisions of this Ordinance are hereby repealed as to such inconsistencies and not otherwise.

4. This Ordinance shall take effect upon final passage and publication and in accordance with the Charter, and subject to such emergency resolution as may be adopted pursuant to Section 17-32 thereof. [R.S. 40:69A-181 (b)].

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EMERGENCY RESOLUTION No. 19-173

Emergency Resolution Amending Summer Recreation Activities

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to approve Resolution No. 19-173.

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

Nays: None.

Resolution No. 19-173

Emergency resolution amending Summer Recreation Fees

WHEREAS, N.J.S.A. 40:69A-181(b) provides that an ordinance may take effect less than 20 days after final passage and approval if the Township Council shall adopt a resolution declaring an emergency, and at least two-thirds of all the members of the Township Council vote in favor of such resolution; and

WHEREAS, the Township Council of the Township of Washington has determined that an emergency exists in connection with fees related to Ordinance No. 19-05, and that such emergency as well as the general welfare of the Township of Washington would be served by having Ordinance No. 19-05 AN ORDINANCE AMENDING FEES FOR SUMMER RECREATION PROGRAM ACTIVITIES AND RELATED SERVICES take effect less than 20 days after final passage and approval;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington that Ordinance No. 19-05 shall take effect immediately pursuant to law upon the adoption of this resolution by at least two-thirds of all the members of the Township Council.

\*\*\*\*\*

Introduction: 1<sup>st</sup> Reading: none

INDIVIDUAL RESOLUTIONS: none

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.

A motion was made by Councilman Bruno, seconded by Councilman Cumming to approve the Consent Agenda.

Councilman Ullman inquired if these ADA compliant ramps are not included, was a separate grant was previously awarded. A separate grant was awarded for the park and basketball court, which have not gone out to bid. The concrete/asphalt at the bocce court is being replaced using six-inch pavers, which will be ADA compliant.

Resolution No. 19-174

Authorize signatory to Bergen County Open Space Trust Fund project contract Senior Citizens Park-Bocce Courts, \$30,000

BE IT RESOLVED, that the Mayor and Council of the Township of Washington ("the Township") wish to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$30,000.00 matching grant award from the 2018 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("Trust Fund") for the municipal park project entitled "Senior Citizens Park Improvements," located on Chestnut Street in Lot(s) 12 & 80 in Block 3305 on the tax maps of the Township.

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Mayor Peter Calamari to be a signatory to the aforesaid Contract; and,

BE IT FURTHER RESOLVED, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about March 6, 2021; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund's Requirements; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements.

BE IT FURTHER RESOLVED, that should there be an unexpended balance at the completion of the project, Professional Services Costs will be reimbursed from grant award's unexpended balance in accordance with the Municipal Park Improvement Program Rules & Procedures Manual.

Resolution No. 19-175

Authorize refund of application and vital records fees in the amount of \$68.00, Daniel Shpolyansky

WHEREAS, payments were made in the amount of \$68.00, received from Daniel Shpolyansky for an application and certified vital record fees; and

WHEREAS, these fees were collected in error.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Washington, New Jersey, authorize a refund issued in the amount of \$68.00 to Daniel Shpolyansky, 255 Warren Street, #1403, Jersey City, NJ 07302.

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by N.J.S.A. 40a:4-57, N.J.A.C. 5:30-14.5 and any other applicable requirements, I, Judith Curran, Chief Financial Officer of the Township of Washington, have ascertained that there are available sufficient uncommitted funds in the 2019 Refund Account #9-01-95-029-00040.00 (\$40.00) and Trust Account#T-1256850821(\$28.00). Total Certified Amount Not to Exceed: \$68.00, Judith Curran, CMFO

Resolution No. 19-176

Award of bid for ADA compliant parking stalls at Clark and Gardner Fields, Marini Bros., \$39,857.50

WHEREAS, on March 26, 2019, the Township of Washington, County of Bergen, New Jersey received bids for the construction of new ADA Compliant Parking Stalls for Clark and Gardner Fields in the Township of Washington where ADA Parking do not currently exist (the "Project"); and

WHEREAS, the Project is being funded through a year 2018, \$51,750 County Community Development Block Grant which uses Federal funds; and

WHEREAS, Marini Brothers Construction of 9 Lafayette Street Hackensack, NJ 07601 was the lowest responsible bidder for the work to be performed in connection with the Project in the amount of \$39,857.50; and

WHEREAS, the contract amount of \$39,857.50 shall be chargeable at such time as a certification of available funds is made by the Chief Financial Officer upon receipt of a properly executed purchase order;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Washington, County of Bergen, New Jersey that the bid of Marini Brothers Construction of 9 Lafayette Street Hackensack NJ 07601 is hereby accepted and is awarded to Marini Brothers Construction for the construction of new ADA Compliant Parking Stalls for Clark and Gardner Fields in the Township of Washington where ADA Parking do not currently exist in the final contract amount of \$39,857.50; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute a Contract with Marini Brothers Construction for the above stated purpose consistent with said bid.

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by N.J.S.A. 40a:4-57, N.J.A.C. 5:30-14.5 and any other applicable requirements, I, Judith Curran, Chief Financial Officer of the Township of Washington, have ascertained that there are available sufficient uncommitted funds in the 2019 CDBG #G-02-41-720-000. Total Certified Amount Not to Exceed: \$ 51,750.00, Judith Curran, CMFO

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

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

Nays: None.

Time noted: 10:12 p.m.

  
Susan Witkowski  
Township Clerk

  
Michael DeSena  
Council President

Approved: September 3, 2019

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
CONFERENCE AGENDA  
April 1, 2019

The Conference Agenda is being suspended to discuss the 2019 budget.

DISCUSSION: 2019 Budget-Meeting with Bond Counsel and Auditor

Administrator Tovo, Ms. Curran, CFO, Mr. Mai, Auditor, and Mr. Beinfield, bond attorney had a meeting on Thursday, March 28<sup>th</sup>. Administrator Tovo stated in Council's packet there is a memo reflecting the content of the meeting. It was very beneficial to all in attendance, both Mr. Beinfield and Mr. Mai were of great assistance. As of now, there is no action required of Council to approve the 2019 Budget, with the exception of item 9. Mr. Mai's professional services will not exceed \$7,500, that is not currently funded. Council's consent is needed to do so, the budget will need to be amended as this would be in addition to the audit fees. Administrator Tovo stated Mr. Beinfield and Mr. Mai will work to prepare options for the Council how they would want to finance outstanding debt, and any future debt which may be incurred, long-term, short-term, BANS or bonds. Administrator Tovo stated it is page 12, line item #9-01-20-132-200 (March 26<sup>th</sup> run of the budget) it is currently \$13,000, adding \$7,500, for a total of \$20,500.

Council agreed to the increase.

Administrator Tovo asked if anyone has any questions on the memo provided? Councilman Ullman asked about item 4, where it states "authorize ordinances, begin the bid, fund it" assuming "fund it" we can issue BANS? Ms. Curran replied yes.

Councilman Ullman continued, it also states "long term bonding cannot occur until the projects are complete, all costs are final" does that mean, hitting the shovel on the ground with the firehouse in September, we can't bond that permanently? Administrator Tovo replied it does not state "cannot" it states "can occur". You can wait until its fully complete, final numbers, before you go to bonding. Councilman Ullman asked, can you fund it permanently before that? Administrator Tovo replied you can. Council President DeSena asked, does the firehouse have to be finished to bond this six-million-dollars or can it be done before going out to bid? Ms. Curran stated no, you don't have to finish it, the discussion surrounding this was that the question had arisen whether or not you needed to have the ordinance fully funded in order to start the project/ award the bid, and as long you have the authorization of the ordinance, the bid can be awarded, long term bonding can be done at any time. She stated when we spoke about arbitrage, you don't want the money sitting there, and not start spending it, the money cannot be in the bank and not spend it down. Councilman Bruno asked how do we plan on approving the budget without knowing what the debt schedule is? Ms. Curran replied, at this time we have 6 million in BANS, and even if we were to renew, we wouldn't have any interest due until next year on that. If we were to renew the BANS again, if we went to permanent financing, we would not have any type of payment, we would do that probably in July/August, there would be no payment because on that schedule the payment and interest is due after six-months. She stated as the current budget stands, there is enough money in there whether action is taken or not, we have the 5% down payment. Councilman Bruno stated we have a capital, but we are going to spend \$550,000 on projects that weren't funded yet. The \$550,000 is 5% of the 10 million, and the 10million is what is needed to be funded. Ms. Curran stated if we decided to take our BAN to 10 million, the BANS that are due this year are the 6 million. She stated you take out 10 million

in BANS to fund this, the BANS are not due until August next year, then you would pay the 16 million, plus the interest. If you decided to go into permanent financing, which would be bonds, due to the timing being in August, there would be no payment due for six-months, taking us into 2020. It is always done towards mid-year, since there is no payment due for six-months. She stated nine times out of ten that is standard, and Mr. Beinfield also stated that is what he would look to do. Council President DeSena stated in the \$7,500 study, he would tell us what that will cost us in 2020. Ms. Curran replied the Township has a very good rating; we probably could get that. Councilman Ullman stated until we get this analysis, are we comfortable with moving forward with these projects, not knowing the cost. Ms. Curran stated that is what they will do the analysis on, eventually you have to do the projects anyway, especially the DMF building, you would look at how the budget of 2020 will be affected. Mayor Calamari stated Council would not authorize the borrowing by Ordinance until the projects are known, and when, it doesn't affect this year's budget. Councilman Ullman stated the firehouse at 6 million, BANS are 6 million, that is 12 million, he would want to understand, before he approves the firehouse, the impact on the residents, which will be given in Mr. Mai's report. He is fine funding the \$550,000, but until we get that report, and understand the impact, he is hesitant to move forward with any project. Mayor Calamari stated we would not move forward with them until the Council passes an ordinance to do the bonding. Ms. Curran replied correct, and an ordinance is only authorization, it is not that you are going out, at this time we have the last payment of \$440,000. She stated if we had pay \$500,000 on the long-term bond, that is sixty-thousand more than we had in the budget for all of these years, and we are looking at the BANS, a lot of the BANS are old, should be paid down, that needs to fit your budget so you don't have that big BAN issue. Council President DeSena stated Mr. Mai will look at whether the \$440,000 offsets the future bond or BAN, or combination of both. Ms. Curran stated we have \$440,000, say we pay \$500,000 on a bond, eventually you would to put a little more money in your budget to start taking those BANS, they are old and out there, they need to be retired. Mayor Calamari stated there was a general consent at the meeting, dedicating some of the surplus to paying off everything that is outstanding, prior to or including 2013. Ms. Curran added there were some from 2013. Councilman Bruno stated at the beginning of this budget process, he asked for type of debt schedule, which we have not received, and we have \$550,000, which is the 5% of ten-million-dollars, he is disappointed, since he asked for this in January. Council President DeSena asked does anyone have any questions on the memo from Administrator Tovo and Ms. Curran. Councilman Ullman stated the two buildings we are looking at, are they considered different types of buildings, would that be under or longer than the 15 to 18. Administrator Tovo replied it is likely both buildings be over the 15 to 18, and they would be classified differently, A, B, or C, fairly confident the Fire Department is going to be a Class B building, and DMF could be a "B" or "C", the A, B, or C is the expectant life span of the building, and the life of the bonding, that will be in the report, by then they should know the class of the building. Council President asked if Council has anything else? Councilman Cumming stated he does not have anything. Councilman Bruno replied. Councilman Cascio stated not that he can think of at this time. Council President DeSena stated Monday the budget needs to be introduced, do we need to set up another special meeting, or can we proceed with Monday's introduction of the budget. Councilman Cascio asked what is the tax impact we are looking at? Ms. Curran replied has Council decided what they would like to use as surplus. Councilman Cascio stated it is \$300 using 1.2%, and using 1.6% it is \$90, as a Council we have to decide what type of impact we want to give our residents. Ms. Curran stated she spoke to Lerch, Vinci today, and they are almost done with the budget document. We did receive our final numbers in for the library, which will increase a bit, but not by much, it was \$598,000, now it is \$600,000. She stated as per Mr. Vinci the Township realized \$100,000 for outside billing for police, but we only have \$17,000 sitting in the trust. She stated money is brought in periodically, last year we start paying \$100,000, only collected \$17,000 this year.

The State would look at that and not consider taking in \$100,000 as revenue, they only will consider the \$17,000 collected so far, not anticipating the \$100,000. She stated the outside billing is not a "pass through" on the administrative and car side of it, it comes into current revenue. She stated the State is now looking at what was so collected so far, you cannot anticipate this year what you made last year, you can only anticipate what you have so far, and the State also wants to see what was collected for 2019, that has to be reduced. Councilman Bruno stated what happens to the \$45,000, from the Town Day reserve, which was shown as anticipated revenue? Ms. Curran stated that was anticipated last year, it brings down your amount to be raised by taxation, it was taken out of the trust. She stated it is a paper switch, it is going from one account to another, otherwise if it was not moved from trust to current, you would need to have to increase the amount to be raised. Councilman Bruno replied no, the bills could have been charged to the reserve, without raising anything. He stated these monies were sitting in a reserve, and the bills should have been charged to them, that wasn't done, \$45,000 was lost due to someone making an entry in July, moving it to an anticipated reserve, and now those monies are gone. Ms. Curran stated the budget was adopted with that in there. Councilman Bruno stated Council doesn't go through anticipated revenue when we do our budget. Ms. Curran replied she would not do it that way, she would go over anticipated revenue. She submitted all of her anticipated revenues to Lerch, Vinci. She would not have those types of transfers, she would rather charge it to the reserve if Council would want to bring down the amount to be raised. She stated she gave all of her estimates to Lerch, Vinci so the anticipated revenue can be verified. Council President DeSena stated is an anticipated revenue for Town Day shown? Ms. Curran stated she is charging it to the reserve, the Edmunds that she provided has all of the revenues on there, it is located on page 67, run date February 4<sup>th</sup>, March 26<sup>th</sup> doesn't have a revenue. Township Clerk Witkowski stated tomorrow she will be working on doing an increase/decrease resolution so Council can see, it will be done by Wednesday, and she will then send all of that to Council along with the revenue sheet. Ms. Curran stated she will revise it and send Council all of the revenues. Council President DeSena asked how much surplus does Council want to anticipate, 1.2% or 1.9%? Councilman Bruno replied 1.2%, we had decreases and now we will go back to where we were four years ago. The 1.2% increase will bring the tax increase to approximately \$300, \$75 per quarter. Councilman Ullman stated he is at 1.2%. Councilman Cumming stated he also is at 1.2%. Councilman Cascio stated he will split the difference at 1.5%. Council President DeSena stated can you please prepare it with a 1.2% surplus. Councilman Bruno asked Ms. Curran to relook at all of the anticipated revenues, to see what needs to be updated. Ms. Curran replied the only one she has to change so far is the outside billing. Councilman Bruno asked how is there interest on investments and deposits? Ms. Curran replied that is interest received from Oritani Bank, at a pretty good rate also. Cell tower is \$88,000, energy receipts at \$713,000, that number is from the State, Tonnage Grant, \$20,000. Ms. Curran stated the Tonnage Grant may be a little higher, she did find some unappropriated grants, she is working with Alex, from Lerch, Vinci to appropriate them into the budget. Administrator Tovo stated that number is accurate based on the Tonnage Grant. Ms. Curran stated in going over the AFS, and there have been some grants that have been unappropriated, so if she takes them into the budget, the money can be used, it is a few thousand dollars difference. The receipts from delinquent taxes is an estimate, it will be lowered. The AFS is unaudited, but Alex stated he is sure about the number, but he would like to lower it to \$248,900. Council President DeSena stated the highest that has been used is \$46,000. Ms. Curran stated this is where revenue is posted, when people pay delinquent taxes, it was not posted correctly. Council President DeSena stated the reserve for uncollected taxes was lowered by \$100,000 last year, and it was supposed to be lowered until it was at a decent number. Ms. Curran stated when you look at the way Edmunds runs, reserve for uncollected is not revenue, that is why there is nothing in there, it is not a revenue, it is a non-spending budget item, she

calculated it to \$715,000, and Alex will see if that is a good number, she lowered it, it's a surplus builder, it is on page 77, and it's also on the AFS. Council President DeSena requested Ms. Curran to provide Township Clerk Witkowski with the revised numbers, what the tax rate number would be using the 1.2%. Council President DeSena asked if Council is okay with introducing the budget Monday night. Councilman Bruno stated he is not comfortable with adopting or introducing at this point. Council President DeSena stated the budget needs to be introduced Monday night. Ms. Curran stated it can be introduced, then amended, but the State has told the Clerk it needs to be introduced by April 8<sup>th</sup>, Monday night, that is the last extension. Majority is needed to introduce the budget, majority is needed for the minuses, super majority is needed for the pluses. Council President DeSena requested Township Clerk Witkowski advertise for budget meetings on Thursday, April 4<sup>th</sup>, 7:00 pm, Saturday, April 6<sup>th</sup>, 9:00 a.m. and Monday, April 15<sup>th</sup> at 7:30 p.m. Councilman Ullman asked Ms. Curran to revisit the Town Day, \$45,000. Ms. Curran replied with Town Day, there was money in the reserve, which is trust, you have a current fund, and a trust fund, someone transferred the money out of the trust to the current, and took it as anticipated revenue, which can be done, but the preferred method would have been to charge all of those expenditures to the trust itself. Councilman Bruno stated it was moved into income, as if we were going to receive \$45,000 from sponsors. Ms. Curran stated if it was not moved into current, what would have happened is you would have had to raise your taxes more by \$45,000. Councilman Bruno replied no, because we would not have budgeted Town Day, we would have charged all of these expenses to the reserve. Ms. Curran replied but that is what they did, they took that money out of one fund and put it into another fund, and to reduce the amount to be raised by \$45,000 only comes to pennies. Councilman Ullman stated his concern is who is passing these entries, and what is the basis for that, can you look at the ledgers, are there copies of GL tickets. Ms. Curran stated she knows someone made the entry, but someone had to propose it. She stated since Council never received anticipated revenues, she guesses no one proposed to Council, until the budget was done that they anticipated the \$45,000 in the budget, or was it just done without Council seeing it? Council President DeSena replied yes, it was done without us seeing it. Councilman Bruno stated he has been very clear and emphatic about using these reserves instead of double taxing the residents year after year for money that sits in these reserves. Ms. Curran replied that is why she put nothing in unemployment, it has \$200,000, it is only for unemployment, and should last about ten years. She stated whatever reserves that can be used she taps into them, if \$45,000 is put in that is really not saving much money, it is better to use the reserves. Councilman Cascio stated the purposes of the reserves are two-fold, one to regenerate income for the next year, and two emergency funds, if needed. Ms. Curran stated also there are donations to fund those events. Councilman Cascio stated it should be stripped down to nothing, other than for those two purposes only. Councilman Bruno stated that should be shown as revenues, and not put against the expense, so we know what the real cost is, anything that money is received for, i.e., calendar, Town Day, etc., should be shown as revenues, and the expense should be shown as expense, otherwise we will never know how much anything costs us. Ms. Curran stated it should be run through the reserve and that is what she is going to do. Administrator Tovo stated the discussion on the collective bargaining agreement will be at least an hour. Council President DeSena stated it will be done on Monday night. Councilman Ullman asked if Council has completed all salary discussions. Council President DeSena replied no, we have not. Council President DeSena stated Thursday Council will Closed Session, and the employee will also be Riced for Thursday. Mayor Calamari stated he believes he will be ready for Thursday. Councilman Ullman asked Ms. Curran if she understands the salary information needed for this particular line item. Ms. Curran replied she thinks she understands. Councilman Ullman stated from an accounting perspective, forgetting what happened, for lack of a better term administratively, can you explain what happened within the accounting system

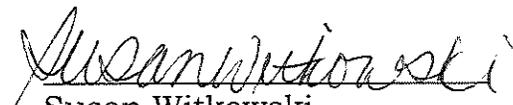
within the entries that were passed, how this came to be. Ms. Curran replied when she looks at the detail, it seems what happens is certain departments they are in a one lump sum s&w, salary and wages, she would think there would have to be some kind of back-up record in payroll that actually details who was getting what, what area it was charged to, detail sheet backing those entries. Councilman Ullman stated we are talking about one individual. Administrator Tovo he understands what Councilman Ullman is looking for. Council President DeSena stated he would also like a copy of the W-2 for Thursday.

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

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

Nays: None.

Time Noted: 11:02 p.m.

  
Susan Witkowski  
Township Clerk

  
Michael DeSena  
Council President

Approved: September 3, 2019

