

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
REGULAR MEETING
January 21, 2019~7:30 P.M.

CALL TO ORDER: Council President DeSena, 7:31 p.m.

STATEMENT:

Welcome to the regularly scheduled Public Meeting of January 21, 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 Bruno, Cascio, Cumming, Ullman, Council President DeSena
Let the record reflect also in attendance: Mayor Calamari, Township Administrator Tovo, Attorney Michael J. Muller, substituting for Township Attorney Poller, CFO Curran and Township Clerk Witkowski

READING OF TOTAL LIST OF BILLS: none

APPROVAL OF MINUTES: none

REPORT OF MAYOR: none

MAYOR APPOINTMENTS - Professionals

Appointment of Township Engineer

Mayor Calamari – Please be advised that having considered the need for such services, as well as the recommendation of the Director of Engineering, I am hereby appointing the following person to the office or position listed below:

Kevin J. Boswell, P.E., Boswell Engineering, Township Engineer
Term Expiring December 31, 2019

COUNCIL RESOLUTIONS RELATING TO CERTAIN APPOINTMENTS

Resolution No. 19-130 Award of Contract of Township Engineer- Kevin J. Boswell, P.E. of Boswell Engineering as Township Engineer

A motion was made by Councilman Cascio, seconded by Councilman Cumming to approve Resolution No. 19-130.

Both the individual and firm are being named.

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

Nays: None.

Resolution No. 19-130

Award of Contract of Township Engineer- Kevin J. Boswell, P.E. of Boswell Engineering as Township Engineer

WHEREAS, the Township of Washington, Bergen County has the need for engineering services which are to be rendered to the Township by the Township Engineer who is appointed by the Director of Engineering with the approval of the Mayor, and said position has been filled by the appointment of Kevin J. Boswell, P.E., of Boswell Engineering, in accordance with the terms of the Township's ordinances; and

WHEREAS, the contract for such services is not being awarded under what is termed the fair and open contract provisions as defined in N.J.S.A. 19:44A-20.5; and

WHEREAS, such professional engineering services will be in excess of \$17,500; and

WHEREAS, Kevin J. Boswell, P.E., of Boswell Engineering, has submitted a proposal with respect to the rates for said services to be rendered to the Township for the year 2019 which is the anticipated term of this contract; and

WHEREAS, Kevin J. Boswell, P.E., of Boswell Engineering, has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous one year, or made any contribution not in accordance with the terms of the applicable Township ordinance, and has agreed that the terms of appointment will prohibit Kevin J. Boswell, P.E. and Boswell Engineering from making any reportable contributions during the term of the contract or making any contribution not in conformity with the terms of the applicable Township ordinance; and

WHEREAS, the availability of funds for such services shall be determined in the Township's annual budget;

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Washington, County of Bergen, State of New Jersey authorizes the Mayor to enter into a contract with Kevin J. Boswell, P.E., of Boswell Engineering, as described herein;

BE IT FURTHER RESOLVED that the position set forth herein was not filled through the "fair and open process" as defined under N.J.S.A. 19:44A-20.4 et seq. As such, it has been attested that Kevin J. Boswell, P.E. and Boswell Engineering, and any subsidiaries, assigns or principals controlling in excess of 10% of said company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the appointment that would, pursuant to P.L. 2004, c.19, affect the eligibility to perform under the appointment, nor will it make a reportable contribution during the term of the contract to any political party committee in the Township of Washington, County of Bergen, or make any contribution which is not in conformity with Township ordinance, when the contract is awarded, or to any candidate committee of any person servicing in an elective public office of said municipality when the contract is awarded;

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification be placed on file with this resolution, and that a notice of the award of said contract shall be published in accordance with law.

Appointment of Engineering Services-Construction Department

Mayor Calamari – Please be advised that having considered the need for such services, as well as the recommendation of the Director of Engineering, I am hereby appointing the following person to the office or position listed below:

Paul Azzolina, P.E., Azzolina & Fuery, Engineering Services – Construction Dept.
Term Expiring December 31, 2019

Resolution No. 19-136 Award of professional legal services contract to Paul Azzolina, PE, CME of Azzolina & Feury Engineering, Inc., Engineering Services for Construction Department

A motion was made by Councilman Ullman, seconded by Councilman Bruno to approve Resolution No. 19-136.

A conversation followed on the interaction between the engineers, and the Planning Boards and Zoning Board choosing their own engineers. There are applications that go the Building Department for engineering review, that do not fall into the guidelines of Planning and Zoning Board review. Engineering fees will come from posted escrow, when required.

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

Nays: None.

Resolution No. 19-136

Award of professional legal services contract to Paul Azzolina, PE, CME of Azzolina & Feury Engineering, Inc., Engineering Services for Construction Department

WHEREAS, the Township of Washington, Bergen County has the need for engineering services which are to be rendered to the Township by the Township Engineer who is appointed by the Director of Engineering with the approval of the Mayor, and said position has been filled by the appointment of Paul Azzolina P.E., of Azzolina & Feury Engineering, in accordance with the terms of the Township's ordinances; and

WHEREAS, the contract for such services is not being awarded under what is termed the fair and open contract provisions as defined in N.J.S.A. 19:44A-20.5; and

WHEREAS, such professional engineering services will be in excess of \$17,500; and

WHEREAS, Paul Azzolina, P.E., of Azzolina & Feury Engineering, has submitted a proposal with respect to the rates for said services to be rendered to the Township for the year 2019 which is the anticipated term of this contract; and

WHEREAS, Paul Azzolina, P.E., of Azzolina & Feury Engineering, has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous one year, or made any contribution not in accordance with the terms of the applicable Township ordinance, and has agreed that the terms of appointment will prohibit Paul Azzolina, P.E. and Azzolina & Feury Engineering from making any reportable contributions during the term of the contract or making any contribution not in conformity with the terms of the applicable Township ordinance; and

WHEREAS, the availability of funds for such services shall be determined in the Township's annual budget;

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Washington, County of Bergen, State of New Jersey authorizes the Mayor to enter into a contract with Paul Azzolina, P.E., of Azzolina & Feury Engineering, to provide engineering services on Construction Department related matters;

BE IT FURTHER RESOLVED that the position set forth herein was not filled through the "fair and open process" as defined under N.J.S.A. 19:44A-20.4 et seq. As such, it has been attested that Paul Azzolina, P.E. and Azzolina & Feury Engineering, and any subsidiaries, assigns or principals controlling in excess of 10% of said company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the appointment that would, pursuant to P.L. 2004, c.19, affect the eligibility to perform under the appointment, nor will it make a reportable contribution during the term of the contract to any political party committee in the Township of Washington, County of Bergen, or make any contribution which is not in conformity with Township ordinance, when the contract is awarded, or to any candidate committee of any person servicing in an elective public office of said municipality when the contract is awarded;

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification be placed on file with this resolution, and that a notice of the award of said contract shall be published in accordance with law.

APPOINTMENT TO FIRE DEPARTMENT

Membership application from Joseph Caporale for the Township of Washington Volunteer Fire Department

A motion was made by Councilman Ullman, seconded by Councilman Cumming to approve the membership application from Joseph Caporale.

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

Nays: None.

Membership application from Joseph A. Mandano for the Township of Washington Volunteer Fire Department

A motion was made by Councilman Cumming, seconded by Councilman Cascio to approve the membership application from Joseph Mandano.

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

Nays: None.

REPORT OF COUNCIL: none

GENERAL PUBLIC DISCUSSION (Five Minute Time Limit)

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

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

Nays: None.

Seeing none.

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

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

Nays: None.

ORDINANCES: 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 Ullman, seconded by Councilman Cumming to approve the Consent Agenda.

Discussion on Resolution No. 19-125 – Affirmation of Civil Rights

The resolution before council places the requirement on the Business Administrator, not the attorney. The affirmation will be included in the Personnel Manual once the resolution is passed. All the reporting requirements will be followed going forward, and given to the governing body. Mr. Tovo confirmed.

Councilman Cascio requested a separate vote on Resolution No. 19-125.

Discussion on Resolution No. 19-132 – Authorization to cancel general capital grant receivables and general capital improvement authorizations

Ms. Curran stated she researched, it goes back to an old ordinance in 2006, the Township never received \$255,000 grant that we were supposed to have been received, but the money was spent. The grant was supposed to have been received from the State, it is labeled “EDA.” She stated she believes it is Environmental Protection, it is just mis-labeled. Usually the responsibility to make sure the funds are received is with the Engineer/CFO. Ms. Curran stated currently in the Capital Ordinance there is \$367,000 left, when that is canceled out, and you cancel the \$255,000, Ms. Morrone, in the 2018 budget, she raised through taxation through a deferred charge to fund that portion, the amount that was put \$110,856. Council President DeSena stated this has to do with the Quest bills. Councilman Bruno stated this will be funded by an ordinance that was not used, that money will be taken and then write off another \$255,000 of cash money. Ms. Curran stated the money that was used was \$110,856, that was raised in the current budget, and the balance of it we will be able to write off, the \$255,000, that balance those deferred charges is unfunded, and eventually that needs to get funded. Councilman Bruno stated the \$110,000 was put in was because we had prior before that, taken out substantial amounts of reserves, and excess funds. Ms. Morrone did put a number in there as a placeholder to put some money back in the capital fund, in case of an emergency. Ms. Curran replied not according to this, because it is earmarked for that particular ordinance, 2006. Councilman Ullman stated Ordinance No. 06-09, looking at the audit report, was related to drainage. Administrator Tovo replied that is correct. Mayor Calamari replied he believes it had to do with the West Place pond, not Quest. Ms. Curran stated Ms. Morrone raised in the budget part of the money that was spent, but that needs to be funded, then the balance of that is going to un fund it, but that would also have to be funded. Councilman Bruno asked how much is being taken out to fund the write-off receivables? Ms. Curran replied in 2018 there was \$110,000, there will be \$112,000 going forward

to make up for the \$255,000. Councilman Bruno asked what is the \$367,000. Ms. Curran replied that is the balance that was left that could have been spent, which was not spent, you could have borrowed against that if you wanted to, it goes back to 2006, that needs to be canceled, but the \$255,000 has to be funded because that was spent. Ms. Curran stated there was another one that Ms. Morrone put into the budget, that she was going to put on for next month, it is \$11,000, it goes to Ordinance No. 13-11, Open Space Grant, she does not believe those monies were received either. Councilman Ullman spoke of his frustration, as well as Councilman Cascio, Councilman Cumming and Council President DeSena. Ms. Curran stated in speaking with Mr. Tovo, we are of the same opinion, whenever she does any capital project, if she is going to get a grant that is fine, if she is not going to get a grant, she is going to actually say we may not get the grant, do you really want to do the project. Council President DeSena stated last year this Council had to come up with \$480,000, and now we are in the \$250,000 mark. Ms. Curran stated these should have been funded long ago. A conversation followed on the reason the monies might not have been received, such as the paperwork not being filed. Councilman Bruno stated this has been done over and over again, and needs to be straightened out. Ms. Curran replied when something is unfunded, it needs to become funded. She stated part of the problem was it was approved, project was completed without knowing where the financing was coming from, going forward she will work with the engineer, and it will be filed, and funded.

Discussion on Resolution No. 19-134

The coop is free of charge, there is no payment due. Each coop carries different products and service, and gives the Township better shopping ability.

Discussion on Resolution No. 19-135

The attorney is handling the Police contract negotiations, an update will be given in closed session. This resolution is for the appointment of Ray Wiss for year 2019.

All items on the Consent Agenda will be approved, with the exception of Resolution No. 19 – 125.

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

Nays: None.

Resolution 19-131

Authorize refund of engineering escrow fees, B4212, L27 in the amount of \$972.50

WHEREAS, OC Ramberg Realty, LLC, submitted an application for a reconstructed driveway apron located at 272 Wilson Avenue, on lot 27, Block 2412 (the "Project"), which was approved by Azzolina & Feury Engineering, Inc.; and

WHEREAS, Azzolina & Feury Engineering, Inc. has inspected the completed Project; and

WHEREAS, Azzolina & Feury Engineering, Inc. has recommended that any remaining escrow deposits made in connection with this Project be returned to OC Ramberg Realty, LLC pursuant to its letter approval dated January 15, 2019;

NOW, THEREFORE, BE IT RESOLVED that the Township Treasurer of the Township of Washington is authorized to refund the balance of the escrow money on deposit with the Township of Washington to OC Ramberg Realty, LLC in the amount of \$972.50.

Resolution 19-132

Authorization to cancel general capital grant receivables & general capital improvement authorizations

WHEREAS, the following Receivable and Improvement Authorizations are outstanding in the Township's General Capital Fund and have been deemed no longer collectible or available;

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Washington, Bergen County, New Jersey that the following General Capital Grant Receivables, Improvement Authorizations be canceled:

General Capital Grant Receivables:

Department of Environmental Protection – Ordinance 06-09
\$255,000.00

General Capital Improvement Authorizations:

Ordinance 06-09 \$367,644.47

Resolution 19-133

Authorize refund of engineering escrow fees, B3404.03, L9 in the amount of \$1,000.00

WHEREAS, Greg Pavin posted Engineering escrow monies for a project on premises known as Block 3404.03 Lot 9, 732 Pine Lake Drive; and

WHEREAS, the applicant has decided not to pursue the project and is requesting a refund of the balance in their escrow account; and

WHEREAS, the Township Engineer has reviewed the application and has recommended that escrow be refunded; and

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

Resolution 19-134

Authorize entering into a cooperative pricing agreement with the Morris County Cooperative Pricing Council through September 30, 2021

WHEREAS, the Morris County Cooperative Pricing Council ("MCCPC") was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Township of Washington desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to become a member of the MCCPC for period of October 1, 2016 through September 30, 2021.

BE IT RESOLVED, by the Township of Washington, County of Bergen, State of New Jersey as follows:

1. The Governing Body of the Township of Washington hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as lead Agency dated October 1, 2016 pursuant to N.J.S.A. 40a:11-5(5). Said Agreement is to become a member of the MCCPC for a five (5) year period from October 1, 2016 through September 30, 2021.
2. The Township of Washington Clerk is hereby directed to submit a copy of this resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution takes effect immediately upon final passage according to law.
4. All appropriate Township of Washington officials are authorized and directed to perform all required acts to affect the purpose of the Resolution.

Resolution 19-135

Award of professional legal services contract to Raymond Wiss, Esq. of Wiss & Bouregy, P.C. as Special Labor Attorney

WHEREAS, the Township of Washington, Bergen County has the need for labor attorney services in connection with a collective bargaining agreement with the PBA, Local 206 which are to be rendered to the Township by Special Labor Counsel who is appointed by the Director of Law of the Township with the approval of the Mayor, and said position has been filled by the appointment of Raymond Wiss, Esq. of Wiss & Bouregy, P.C. in accordance with the terms of the Township's ordinances; and

WHEREAS, the contract for such services is not being awarded under what is termed the fair and open contract provisions as defined in N.J.S.A. 19:44A-20.5; and

WHEREAS, the professional legal services of Special Labor Counsel may be in excess of \$17,500; and

WHEREAS, Raymond Wiss, Esq. of Wiss & Bouregy, P.C. has submitted a proposal with respect to the rates for said services to be rendered to the Township for the year 2018 which is the anticipated term of this contract; and

WHEREAS, Raymond Wiss, Esq. of Wiss & Bouregy, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies it has not made any reportable contributions to a political or candidate committee in the Township of Washington in the previous one year, or made any contribution not in accordance with the terms of the applicable Township ordinance, and has agreed that the terms of appointment will prohibit Raymond Wiss, Esq. of Wiss & Bouregy, P.C. from making any reportable contributions during the term of the contract or making any contribution not in conformity with the terms of the applicable Township ordinance; and

WHEREAS, the availability of funds for such services shall be determined in the Township's annual budget;

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Washington, County of Bergen, State of New Jersey authorizes the Mayor to enter into a contract with Raymond Wiss, Esq. of Wiss & Bouregy, P.C. as described herein;

BE IT FURTHER RESOLVED that the position set forth herein was not filled through the "fair and open process" as defined under N.J.S.A. 19:44A-20.4 et seq. As such, it has been attested that Raymond Wiss, Esq. of Wiss & Bouregy, P.C., and any subsidiaries, assigns or principals controlling in excess of 10% of said company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the appointment that would, pursuant to P.L. 2004, c.19, affect the eligibility to perform under the appointment, nor will it make a reportable contribution during the term of the contract to any political party committee in the Township of Washington, County of Bergen, or make any contribution which is not in conformity with Township ordinance, when the contract is awarded, or to any candidate committee of any person servicing in an elective public office of said municipality when the contract is awarded;

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification be placed on file with this resolution, and that a notice of the award of said contract shall be published in accordance with law.

Councilman Bruno asked why Councilman Cascio requested a separate vote on Resolution No. 19-125. Councilman Cascio replied he is voting no, nothing specific but he feels the resolution has beared no fruit in the past, or will in the future.

A motion was made by Councilman Cumming, second by Councilman Ullman to pass Resolution No. 19-125, Affirmation of Civil Action.

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

Resolution No. 19-125
Affirmation of Civil Rights Policy

WHEREAS, it is the policy of the Township of Washington to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the governing body of the Township of Washington has determined that certain procedures need to be established to accomplish this policy;

NOW, THEREFORE, BE IT ADOPTED by the Governing Body of the Township of Washington that:

Section 1: No official, employee, appointee or volunteer of the Township of Washington by whatever title known, or any entity that is in any way a part of the Township of Washington shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township of Washington or using the facilities or property of the Township of Washington.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receive authorization or

support in any way from the Township of Washington to provide services that otherwise could be performed by the Township of Washington.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Business Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Business Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township of Washington as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Business Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Business Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township of Washington. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township of Washington's website.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township of Washington in order for the public to be made aware of this policy and the Township of Washington's commitment to the implementation and enforcement of this policy.

PUBLIC SERVICE ANNOUNCEMENT – Council President DeSena

PET LICENSING

In order to avoid a late fee, please register your animal by Thursday, January 31st. The Clerk's Office has registered 410 dogs and 26 cats.

UPCOMING FREE RABIES CLINICS

Westwood, Saturday, January 26th, Train Station, 1:00 – 3:30 pm

Mahwah, Saturday, January 26th, Municipal Building, 10:00 am – 1:00 pm

Norwood, Wednesday, January 30th, DPW, 5:30 – 7:00 pm

COMMUTER PARKING APPLICATIONS

Just a reminder, the 2019 hanging Commuter Parking tags must be displayed to avoid a ticket. Please visit Clerk's Office for an application.

HELPING HAND FOOD PANTRY

If you are a furloughed government employee, the Helping Hand Food Pantry in Westwood is here to help. Please visit the website www.helpinghandfoodpantry.com

SUEZ – WATER QUALITY

FOR INFORMATION IF YOUR HOME HAS BEEN AFFECTED VIA ACCOUNT NUMBER PLEASE CALL 1-800-422-5987 or log onto mysuezwater.com/NJWQ

FOR TESTING OF LINE FROM CURBLINE TO HOME

ALS Environmental Laboratories @ 1-717-319-8571 (leave name, number & message) \$50.00 for testing of pipe curb line to home.

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

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

Nays: None.

Time noted: 8:04 p.m.



Susan Witkowski
Township Clerk



Michael DeSena
Council President

Approved: June 5, 2019

TOWNSHIP OF WASHINGTON
BERGEN COUNTY, NEW JERSEY
CONFERENCE AGENDA
January 21, 2019

CURRENT BUSINESS

I. Administration

1. 2019 Budget – The Local Finance Notice was provided in Councils packets, the deadline has been revised to February 28th for submission to Council. The Administration is reviewing the 2019 proposed Current Budget and the 2019 recommended Capital Projects List, most of the lines are populated, and being reviewed by the Administration and Mayor before submission to Council. The Administration is waiting for a few numbers. The Charter states the budget is to be submitted to Council by the 15th, the Local Finance Notice supercedes the Charter.

2. Project Tracker – The project tracker has been scaled down since the last distribution, since a majority of the projects have been completed. As per Mr. Azzolina, there is still some follow-ups to be done on the 2018 Road Program. The intersection is now in the hands of Boswell Engineering. Administration is working on getting a clearer report on the ADA cuts on County Roads, and will make it available to Council at the next meeting. The solar-powered pedestrian signs have been ordered, waiting for an update from the vendor. Administration is also working with DMF on reviewing the option of possibility ordering a Class 5 dump truck, and revisiting the Class 7. Breathalyzers are on hold due to the State not deciding who the vendor is going to be. The current breathalyzers are 10 years old, and have not worked well, reason why the State is looking for a new vendor. The State does dictate what municipalities have to buy. Our breathalyzer is currently out of service, it is a repair issue and not worth fixing, if the need arises the Township will go to a neighboring town. The breathalyzers were put in the 2018 Capital Budget. The radios on the State system will be tested out later this week. No changes to Renovation of DMF. The deadline for the bids for ADA parking at Gardner and Clark is April 15th, the basketball courts deadline has been extended by the County, Administration will check with Mr. Azzolina. The portion of the Project Tracker for Memorial Field is for maintenance of the field. Administration will be putting out an RFQ for a grant writer after completion of the budget. A conversation followed on Attorney Poller's opinion that a grant writer is a special request, not a professional service. Council does not need to abide by his legal opinion, but can supersede it.

3. Red House – Washington Avenue – After a conversation it was agreed that the Township will go out to bid for demolition of the red house. Mr. Yakimik, of Boswell Engineering, recommended that the Township go to the construction office to get the criteria for demolition.

4. Proposal for Professional Services – Athletic Fields Inventory Needs Assessment – Mayor Calamari stated the T&M summary was sent to Council a few weeks ago, along with a sample of what they did for another town. He feels it is a good idea to get a true third-party opinion, once and for all on the usual, and long-term goals. The price came in at \$25,000, down from the original price of \$28,500. Councilman Ullman agrees that a needs assessment needs to be done, and T&M is an excellent firm. A conversation followed on review of the Master Plan, concerning an analysis of the field. The Planning Board has contracted with T&M for review of the Master Plan, which they would do simultaneously. Councilman Cumming stated he feels an impartial expert opinion is desirable, and in his first full-year of managing the field he has seen

some problems which should be identified by a professional. Council President DeSena stated the study will not tell us turf or no turf. A conversation followed on putting a turf blanket, which is already seeded. Councilman Cumming will reach out to Perennial Lawn Care. Councilman Cascio would like to put out an RFQ and get a few quotes. Council President DeSena stated the study has been done already by MKW, which is six years old, which states the field is overused. He feels the \$25,000 should be used to address drainage issues, not to have someone tell us that the field is overused. A conversation followed on reconfiguring the lines on the field, resting Memorial, putting blankets on during the winter and not having food trucks on the field on Town Day, but putting those trucks on School Street.

A vote was taken on whether or not to proceed with the T&M Use Study (the proposal will exclude face to face interviews with users and stakeholders).

Ayes: None.

Nays: Councilman Bruno, Cascio, Ullman, Council President DeSena.

Abstain: Councilman Cumming.

Mayor Calamari stated at the last committee meeting, which was about a year ago, this is the request they had. He will report back to the original committee members that the request was turned down, and looks for a lead from Council as to what they want to do next.

II. Council

A. Ordinances and Legislation

1. Use of Facilities, *continuation (sc/ac)* – Councilmen Cascio and Cumming will be scheduling a meeting to get together soon.

2. Promotions and Procedures, Police Department (mu) – Councilman Ullman stated this is for both the appointment of members and promotions of members. He did ask the Mayor to have the Director and Police Chief to speak to Council on the topic of Appointment of Members, as well as Promotions of Members, but he did not hear back. The Mayor did raise a concern at a recent meeting about speaking about individual performance, which is not the purpose of Councilman Ullman's request. The purpose of the request is to understand the decisions of what goes into the hiring of a Police Officer and promotion of a Police Officer. Due to the current make up of the Police Department, and the Mayor having relations in the Department, there is an arm's length with the Police Department and Mayor. Councilman Ullman stated it would be beneficial to understand the hiring process, we interview the CFO, Administrator, as well as other members of staff that are hired, and this goes on, he does not want to say "behind closed doors" but there is very little transparency. He stated an email is received stating "these individuals are promoted" or "these individuals are being hired" that is all we hear. At one of the PBA Meetings there was a discussion, Matt Cavallo brought up in the Township of Wayne, which is a larger Department, they have it codified as to what the processes are. He did include that, that is not to say that this is what we should be doing, it could be a scaled down version or we may not want to do this at all, but he wanted to bring it in front of Council to get some thoughts on this matter. Mayor Calamari stated whether he agrees or disagrees with Councilman Ullman, he did speak to the Police Chief about this when it was first brought up, and was waiting for it to come back on the Agenda. He suggested, and he would like to suggest to the Council, that we turn over the Wayne documents to the Chief, and let the Chief and our Administrator being an x-chief, review them, come back to Mayor and Council with their suggestions, differences, and point out the way things are done now, and give their opinion of what Councilman Ullman brought up, since a Department of 100 can vary in certain areas from a department of 20, he does not believe the same would hold

true. His suggestion is let them both review it, and come back to Council with their suggestions/recommendations. Councilman Ullman stated he did position it that he wanted to speak to them for quite some time, and we haven't had that opportunity. As a Councilman he can reach out to the Chief, he has spoken to him numerous times, but this is more formal, he stated he is fine with what the Mayor is asking, he would just ask that there is an end point, when this document will be received back. He stated today is January 21st, will we see seeming back by the end of February? Mayor Calamari replied if it is alright with Councilman Ullman, he will meet with both of them and give them a few days to review quickly and come back and let you know their opinion how long they think they will get back to the governing body with their suggestions. Councilman Ullman stated this was not meant to be the actual document, it was meant to give an idea to the Council as to what is possible through our powers.

3. Ordinance No. 14-03 amend to include smoke free zones, including but not limited to vaping, e-cigarettes, tobacco, etc.; public vehicles – continuation (sw) – As per the Personnel Manual, smoking in Township vehicles is prohibited. The Township does not have a sign-out sheet for vehicles. Attorney Poller has given Council samples of other towns, and asks Council for their input. This will help the Green Team with their dashboard. The building is smoke free. This ordinance will include all Township property, this will not only include cigarettes, but will expand to vaping.

B. Financials

1. Strategic planning – continuation – Ms. Curran will have numbers for bonding at the next meeting.

C. Miscellaneous

1. Shared Services, other towns – continuation (sc/ac) – The Clerk prepared a letter that will be signed tonight by both Councilmen Cascio and Cumming, and will be sent out tomorrow to surrounding towns which will inviting them to attend a “Shared Service Forum” to be held on the third Thursday of every month. This will give an idea of who is interested, especially our sister town Westwood.

2. Resignation of Zoning Board Member, term expiring 12/31/21 (sw) - A Zoning Board member has moved out of town. If anyone is listening in the audience would like to submit a resume, please call the Township Clerk. If the Zoning Board had something in front of them, the alternate would fill in, ultimately a full-time member needs to be appointed, since there are different expiration dates. The alternate does not get the opportunity to become a full-time member.

3. Letter of Support, NJ Safe Routes to School (sw) – The Green Team has requested Councilman DeSena to sign a letter of support, which he does not have a problem doing, this would add points to the Green Teams dashboard. Currently, the Township does not have a Safe Routes to School Plan, when the Township goes to DOT for a safe route to school money, the first box asks “Do you have a Safe Routes to School Plan?” Yes/no? We go to the bottom, but they have other things that we may qualify for.

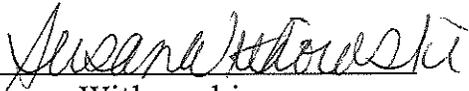
The warming center is always open when the temperature is below freezing or there are power outages in the Township.

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

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

Nays: None.

Time Noted: 8:50 p.m.



Susan Witkowski
Township Clerk



Michael DeSena
Council President

Approved: June 5, 2019