

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
REGULAR MEETING MINUTES  
November 6, 2019 (Wednesday)~7:30 p.m.

CALL TO ORDER: Council President DeSena.

STATEMENT:

Welcome to the regularly scheduled Public Meeting of November 6, 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 Municipal Clerk for any disability requirements necessary for attendance at 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: Council President DeSena.

MOMENT OF SILENCE: Vito Trause.

ROLL CALL:

Councilmen Bruno, Cascio, Cumming, Ullman, Council President DeSena.  
Let the record reflect also in attendance: Township Attorney Poller; Township CFO Curran and Township Clerk Witkowski.  
Not in Attendance: Mayor Calamari; Township Administrator Tovo.

READING OF TOTAL LIST OF BILLS:

The Clerk read the totals of the list of bills representing October 1, 2019 through October 31, 2019.

TOTAL	2018 Reserve	\$0.00
TOTAL	2019 Current	\$2,794,132.92
TOTAL	Capital Fund	\$38,716.55
TOTAL	Animal Control	\$150.00
TOTAL	Trust Fund	\$46,463.85
TOTAL	Grant Fund	\$2,500.00
TOTAL	Escrow Trust	\$11,040.27

Councilman Bruno stated he has a few questions on the bill list, particularly with COAH fees. Attorney Poller stated these are court mandated expenses, he did reach out to the Court Master regarding the status of her report, once the report is received, if there are any last minute changes that need to be made, then we have to have a notification to all interested parties for 30 days, as well as a Compliance Hearing at the Court, if that goes well, then the Judgement of Repose is entered.

Council President DeSena stated on page 5, Amaral Cleaning, Memorial Clark Fields, he thought a full-time person was doing the janitorial services. Ms. Curran stated she will look into that.

Councilman Cumming stated on page 27, Home Depot, 100-foot extension cord, \$293.79. Ms. Curran stated it has to be more than one, she will check into it.

Councilman Cumming asked what is T&M Associates, Golden Orchards. Ms. Curran stated that is charged to an escrow account, she will check with Ms. Coleman, and have her get back to Councilman Cumming.

GENERAL ELECTION RESULTS-LOCAL - Read by the Clerk

Township Clerk Witkowski – Ms. Witkowski stated today she was able to obtain the Absentee Votes (mail-in-ballots), however, these numbers do not include the Provisional Ballot Votes, there were a number of those given out yesterday. Due to the new law for Absentee Ballots, voters did not opt out until yesterday. The County will be updating today, so they will process as well.

<u>Candidate</u>	<u>Votes</u>
Steven Cascio	1,356
Stacey DeMarco Feeney	1,232
Desserie D. Morgan	1,242
Marc Moschella	712
Robert Bruno	700
Michael Ullman	666

APPROVAL OF MINUTES

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

June 17, 2019                      Regular Meeting (sc)  
June 17, 2019                      Conference Meeting (sc)

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

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

July 15, 2019                      Regular Meeting  
July 15, 2019                      Conference Meeting

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

REPORT OF MAYOR CALAMARI

Council President DeSena stated the Mayor is at Police Chief Hooper’s retirement dinner tonight, and is not in attendance.

REPORT OF COUNCIL

Councilman Ullman congratulated Mr. Cascio, Ms. DeMarco-Feeney and Ms. Morgan on their victory. He would also like to congratulate Marc Moschella for putting himself out there and running, it is not easy, as well as Mr. Bruno. He stated this Saturday, November 9<sup>th</sup> at 10:00 a.m. there will be a dedication of the Veteran’s Memorial in front of the library. This was an Eagle Scout Project by James Stickel, he has driven by it and is quite beautiful. This location will be used at Monday’s Veteran’s Day Ceremony. He encourages everyone to come out this Saturday to support James, as well as the Veteran’s we are honoring.

Councilman Cumming stated his family is looking forward to Saturday’s dedication, they have four bricks at the site. He would like to wish the Veteran’s

a Happy Veteran's Day and hopes they took advantage of the free pancakes, breakfasts, lunches that there are to offer.

Councilman Bruno congratulated the new Councilmembers, there is a lot of work ahead. He will save the rest of his comments for the December meeting.

Councilman Cascio thanked his supporters for helping him get re-elected, he does appreciate the support, it is a lot of work, but well worth the effort. He also thanked Mr. DeSena for his assistance during this election.

Council President DeSena congratulated the council women elect, and Councilman Cascio on his re-election.

PUBLIC SERVICE ANNOUNCEMENT read by Council President DeSena

Township Offices will be Closed on November 11, 2019 in Observance of Veteran's Day.

Township of Washington Veteran's Day Memorial Dedication Ceremony by the Township's Eagle Scout Candidate James Stickel will be held on Saturday, November 9<sup>th</sup>, at 10:00 a.m. at the Township Library. All are invited and encouraged to attend.

The Veterans Day Memorial Service will also take place at the new Library Monument located in front of the Library on November 11<sup>th</sup> at 11:00 a.m. All are invited and encouraged to attend.

Property Taxes:

Quarter 4 taxes were due November 1 – however, the grace period is extended to Tuesday, 11/12 and for your convenience, the tax office will remain open until 6 p.m.

2019 Flu Clinic:

Sponsored by the Township of Washington and Northwest Bergen Regional Health Commission, will be held on Wednesday, November 13<sup>th</sup> at the Municipal Building from 12:45 p.m. – 2:00 p.m.

Westwood Regional School District:

2020-2021 Online Kindergarten registration opens December 3, 2019, please visit the "news section" of [www.wwrdsd.org](http://www.wwrdsd.org).

Email Notices:

Residents are invited to sign up for email notices by texting TOWNSHIP to 22828 and entering your email address.

GENERAL PUBLIC DISCUSSION (Five Minute Time Limit)

A motion was made by Councilman Ullman, seconded by Councilman Cumming, to open the Public discussion.

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

Nays: None.

Seeing none.

A motion was made by Councilman Ullman, seconded by Councilman Cumming, to close the Public discussion.

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

Nays: None.

ORDINANCES

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

Ordinance No. 19-24

AN ORDINANCE UNDER CHAPTER 87 OF THE CODE OF THE TOWNSHIP OF WASHINGTON SETTING FORTH THE RATE OF CLOTHING ALLOWANCE OF OFFICERS AND FIREFIGHTERS OF THE FIRE DEPARTMENT IN SAID MUNICIPALITY FOR THE YEAR 2019

A motion was made by Councilman Ullman, seconded by Councilman Cumming to approve Resolution No. 19-299 authorizing second reading and opening of Public Hearing for Ordinance No. 19-24.

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

Nays: None.

Resolution No. 19-299

BE AND IT IS RESOLVED, by the Township Council of the Township of Washington that Ordinance No. 19-24 entitled: AN ORDINANCE UNDER CHAPTER 87 OF THE CODE OF THE TOWNSHIP OF WASHINGTON SETTING FORTH THE RATE OF CLOTHING ALLOWANCE OF OFFICERS AND FIREFIGHTERS OF THE FIRE DEPARTMENT IN SAID MUNICIPALITY FOR THE YEAR 2019 be read on second reading and the public hearing be held thereon pursuant to law.

No Public Comments.

A motion was made by Councilman Ullman, seconded by Councilman Cumming, to close the Public Hearing on Ordinance No. 19-24

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

Nays: None.

A motion was made by Councilman Ullman, seconded by Councilman Cumming to adopt Ordinance No. 19-24.

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

Nays: None.

Ordinance No. 19-24

AN ORDINANCE UNDER CHAPTER 87 OF THE CODE OF THE TOWNSHIP OF WASHINGTON SETTING FORTH THE RATE OF CLOTHING ALLOWANCE OF OFFICERS AND FIREFIGHTERS OF THE FIRE DEPARTMENT IN SAID MUNICIPALITY FOR THE YEAR 2019

BE IT ORDAINED, by the Township Council of the Township of Washington, in the County of Bergen, New Jersey that the clothing allowance rates are hereby established for officers and firefighters of the Township of Washington Fire Department for the year 2019 as follows:

- |    |                                   |   |
|----|-----------------------------------|---|
| 1. | Fire Department Uniform Allowance | <b><u>Per Annum</u></b><br><b><u>- Payable in</u></b> |
|----|-----------------------------------|---|

**November**

a. Chief of Fire Protection	1,725.00
b. Assistant Chief of Fire Protection	1,000.00
c. Battalion Chief & Captain of Fire Protection	875.00
d. Lieutenant of Fire Protection	775.00
e. Other Firefighters	675.00

Persons holding positions in the Office of Fire Protection as set forth in Section 1 shall be payable provided said persons have had more than 50% attendance at public fire duty & drill. If the person entitled to an allowance is a paid employee with the Township, such allowance will be paid through the payroll system.

2. Fire Department Additional Clothing Allowance

a. Mechanic	375.00
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3. Retroactivity – The provisions of this ordinance shall be retroactive to January 1, 2019 at the salaries noted unless otherwise described.

4. If any section, sub-section, 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.

5. All ordinances or any provisions of any ordinance inconsistent with the provisions of this ordinance except prior appropriations for this purpose herein stated, are hereby repealed as to such inconsistencies and not otherwise.

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Ordinance No. 19-25

AN ORDINANCE MODIFYING PROCEDURES FOR THE PAYMENT OF BILLS

A motion was made by Councilman Cascio, seconded by Councilman Ullman to approve Resolution No. 19-300 authorizing second reading and opening of Public Hearing for Ordinance No. 19-25.

Councilman Cumming stated it concerns him greatly that this would slow down the payment procedure of the bills, we have just obtained a better credit rating, and our suppliers. Council President DeSena stated the same ordinance is in River Vale, and they have seen no delays in the payment of bills.

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

Resolution No. 19-300

BE AND IT IS RESOLVED, by the Township Council of the Township of Washington that Ordinance No. 19-25 entitled: AN ORDINANCE MODIFYING PROCEDURES FOR THE PAYMENT OF BILLS 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 Bruno, to close the Public Hearing on Ordinance No. 19-25.

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

Nays: None.

A motion was made by Councilman Cascio, seconded by Councilman Ullman to adopt Ordinance No. 19-25.

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

Nays: Councilman Cumming.

Ordinance No. 19-25

AN ORDINANCE MODIFYING PROCEDURES FOR THE PAYMENT OF BILLS

BE IT ORDAINED, by the Township Council of the Township of Washington, that Section 7-61 of the Code of the Township is hereby amended by adding subsection E thereto providing as set forth below:

1. § 7-61 Payment of claims; expenditures.

...

“E. The Chief Financial Officer shall prepare a list of all bills, claims and vouchers scheduled for payment for review and approval of the Township Council at its regular meetings or at any special meeting. Prior to circulation the list shall be reviewed by the Business Administrator for any additions/deletions and approval. The list shall identify payees, check numbers, amounts and source of funds. The bill list shall be circulated to each member of the Township Council, the Mayor and Business Administrator. Payment approval shall be by motion and vote duly recorded by the Township Clerk, and shall require a majority vote of the Township Council in attendance at such meeting. Bills, claims and vouchers may be approved for payment, when necessary, between regular Council meetings, provided that three Township Council members sign the voucher form, and further provided that all other payment procedures in this Section 7-61 are followed. The following categories of payments shall not require prior Council approval:

(1) In cases of emergency in the judgment of the Business Administrator and Chief Financial Officer, with such expenditures being included in the list of all vouchers prepared by the Chief Financial Officer for the next regular public meeting of the Council pursuant to Section 7-61 (D).

(2) Payroll.

(3) Recurring utility bills.

(4) Telephone bills.

(5) Health Benefits and Pension contributions.

(6) School Taxes and County Taxes.

(7) Library payment.

(6) Supplies not exceeding \$1,000.

(7) Vehicle and Equipment Repairs not exceeding \$500.”

3. If any section, sub-section, 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.

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

5. 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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Introduction, 1<sup>st</sup> Reading:

Ordinance No. 19-26

AN ORDINANCE ADOPTING REGULATIONS FOR THE PLANTING, GROWING AND/OR CULTIVATING OF BAMBOO WITHIN THE TOWNSHIP OF WASHINGTON

A motion was made by Councilman Bruno, seconded by Councilman Cumming, to introduce and pass Ordinance No. 19-26 at first reading by title.

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

Nays: None.

Abstain: Councilman Ullman.

Councilman Ullman stated he is abstaining, he has bamboo on his property, and he has yet to determine if it encroaches his neighbor, so he will be abstaining since he believes he will be directly impacted.

A motion was made by Councilman Cascio, seconded by Councilman Cumming, to approve Resolution No. 19-301.

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

Nays: None.

Resolution No. 19-301

WHEREAS, Ordinance No. 19-26 entitled: AN ORDINANCE ADOPTING REGULATIONS FOR THE PLANTING, GROWING AND/OR CULTIVATING OF BAMBOO WITHIN THE TOWNSHIP OF WASHINGTON was introduced and passed at first reading at a meeting of the Township Council of the Township of Washington on the 6th day of November, 2019; and

NOW, THEREFORE BE IT RESOLVED, that further consideration for final passage and public hearing of said ordinance shall be held on the 25<sup>th</sup> day of November, 2019 at 7:30p.m., prevailing time, or as soon thereafter as said matter can be reached in the Municipal Complex, 350 Hudson Avenue, Township of Washington at which time and place all persons who may be interested will be given an opportunity to be heard concerning said ordinance.

BE IT FURTHER RESOLVED, that the office of the Township Clerk is authorized to advertise in The Bergen Record, a newspaper circulated in this Township, the introduction and notice of further consideration for final passage and public hearing of this ordinance as required by law.

Ordinance No. 19-26

AN ORDINANCE ADOPTING REGULATIONS FOR THE PLANTING, GROWING AND/OR CULTIVATING OF BAMBOO WITHIN THE TOWNSHIP OF WASHINGTON

BE IT ORDAINED, by the Township Council of the Township of Washington, that Chapter 217 (Fences, Bushes and Shrubs) of the Code of the Township is hereby amended by adding the following Section 217-4.1 thereto:

1. "§217-4.1 Purpose.

This Ordinance is adopted to control the planting, cultivating and/or growing of bamboo in the Township of Washington and to require barriers to prevent the spread of existing bamboo into other areas of the Township.

A. Regulation of the Planting, Growing or Cultivating of Bamboo.

Subject to certain exemptions set forth in this Section, no persons, residents, citizens, property owners and/or tenants of the Township shall plant, cultivate, or cause to grow, any bamboo on any lot and/or parcel of ground anywhere within the geographic boundaries of the Township of Washington, except for:

1. Where the root system of such bamboo plants is entirely contained within an above ground level planter, barrel, or other vessel of such design, material and location as to entirely prevent the spread of growth of the bamboo plants' root system beyond the container beyond which it is planted,
2. Whether planted or growing in a container, as described herein, all bamboo plants shall be located, trimmed and maintained so that no part of the plant shall be closer than ten (10) feet from any property line.

B. Exemptions.

This Section shall not apply to any land owner who, prior to the effective date of the ordinance adopting this Section, has bamboo on any property. Notwithstanding the foregoing, no portion of such bamboo shall be permitted to grow upon, extend roots across, or extend branches, stalks or leaves over any public way or any private property not owned by or in the possession of such land owner or any possessor of said land. If such occurs, the provisions of Subsection C shall apply.

C. Complaint Notice, Order for Removal and Compliance.

Whenever a complaint is received by the Township regarding the encroachment of any bamboo plant or root, or whenever the Township, on its own observations and inspections, determines that there is an encroachment of bamboo plants or roots on to the property of another land owner, or tenant in possession of such property, or both, the Township shall cause Notice to be served on the offending land owner and on any tenant in possession of such property if known to the Township, and the following actions occur:

1. The Notice shall be mailed by Certified Mail, Return Receipt Requested, properly addressed and with sufficient postage, and also by First Class mail. Notice by Certified Mail shall be deemed complete on the date of personal delivery, or the date the Certified Mail is marked refused or unclaimed or otherwise undeliverable by

the United States Post Office. First Class mail shall be deemed delivered within five (5) calendar days of its being mailed by the Township.

2. The Notice shall specify the nature of the violation(s).

3. The Notice shall state that the violation(s) must be corrected within thirty (30) calendar days from the date of the received or returned mailing.

4. The Notice shall state specifically what must be done by the responsible party to correct the violation(s).

#### D. Penalties.

1. Any person determined by any court of competent jurisdiction to have violated this Section shall be subject, on conviction for a first offense under this Section, to pay a fine of not less than Twenty-Five (\$25.00) Dollars per day nor more than One Hundred (\$100.00) Dollars per day, for each day the violation exists after the date for removal as set forth in the Notice which was served on the violator. Each day of a continuing violation shall constitute a separate offense, for which an additional fine can be levied.

2. Any person who shall violate any of the provisions of this Section on conviction of a second or further offense under this Section shall be punishable as provided in § 1-1 of Chapter 1, General Provisions. Each day that such violation shall continue shall constitute a separate offense.

3. If a violation is not remedied within the time set forth in the aforesaid Notice, the Township is hereby authorized to remove or have removed any encroaching bamboo and to take all reasonable steps to eradicate the re-growth of the bamboo on the public rights of way, including sidewalks, and to restore such land to its normal condition, prior to such removal and eradication.

4. The cost of the corrective action together with any civil penalties, legal fees and other costs shall be recoverable from the offending party.

#### E. Enforcement.

The provisions of this Section shall be enforceable by the Police Department, Code Enforcement Official, as well as by any other individual who observes a violation and wishes to file a complaint. Any person seeking to enforce the provisions of this Section shall be authorized to file a complaint in the Municipal Court of the Township of Washington.”

2. If any section, sub-section, 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 ordinance 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)].

RESOLUTIONS/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.

Council President DeSena stated he would like to remove 19-302 for further discussion with the CFO. Councilman Ullman stated resolution no. 19-306 has a subledger, does every project have a subledger? Ms. Curran replied there should be, we are trying to establish that, she did speak to Mr. Mai, who stated he is ok with it as long as we keep track of it in the Trust Account. She stated this should be done in Tax, but she is doing a majority of it now, there is an escrow module, which we are working on separating it out. Councilman Bruno stated it is admirable to see a resolution corrected by a resolution 19-303, which is transparency.

A motion was made by Councilman Ullman, seconded by Councilman Cumming to approve all resolutions, with the exception of Resolution No. 19-302.

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

Nays: None.

Resolution 19-303

Authorization to cancel small balance due to accounting error for Chapter 159 Budget Amendment for 2019 Clean Communities Grant

WHEREAS, Resolution 19-285 was adopted by the Governing Body of the Township of Washington on October 7, 2019 and subsequently approved by the Director of the Division of Local Government Services in the amount of \$19,993.27 for the 2019 Clean Communities Grant: and

WHEREAS, the CFO had recorded \$19,993.27 and the amount should have been \$19,933.27; and

WHEREAS, the CFO contacted the Division of Local Government Services regarding such error; and

WHEREAS, the Division advised that the Governing Body should adopt a resolution cancelling the small difference of \$60.00; and

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Township of Washington in the County of Bergen, New Jersey, hereby adopt the above resolution cancelling the \$60.00 balance per the above; and

BE IT FURTHER RESOLVED, that the following budget accounts will be reduced by the CFO by \$60.00 per the above.

Revenue: Grant Clean Communities - 2019  
Appropriations: Grant Clean Communities- 2019

Resolution 19-304

Authorization to submit Chapter 159 budget amendment for the County of Bergen Utilities Authority's 2019 Recycling Enhancement Grant Program

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been

made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount; and

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Township of Washington in the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum \$2,658.09 as a result of an award letter having been received by the Township of Washington from the Bergen County Utilities Authority; such award not to exceed \$3,000.00; and

WHEREAS, the CFO of the Township of Washington filed the grant application along with the necessary documentation to secure such reimbursement under the Bergen County Utilities Authority's 2019 Recycling Enhancement Program.

BE IT FURTHER RESOLVED, that the like sum of \$2,658.09 be appropriated under the caption:

Revenue: Grant: Bergen County Utilities Authority's  
Recycling Enhancement Program - 2019  
Acct#G-01-41-800-006

Appropriations: Grant: Bergen County Utilities Authority's  
Recycling Enhancement Program - 2019  
Acct#G-02-41-800-010

Resolution 19-305

Authorize refund balance of escrow money, B4316/L35, 378 Howard Street, in the amount of \$429.75

WHEREAS, Connor & Emily Heede posted Engineering escrow monies for a project (ID: HEEDE00001) on premises known as Block 4316, Lot 35, 378 Howard Street; and

WHEREAS, the applicants have decided not to pursue the project and are requesting a refund of the remaining balance in their escrow account; and

WHEREAS, per his correspondence dated 10/23/19, the Township Engineer has been paid in full and the building department has confirmed there are no open permits.

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 \$429.75.

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 the availability of funds for such services as determined in the Escrow Acct ID;HEEDE00001, Total Certified Amount Not to Exceed: \$429.75; Judith Curran, CMFO

Resolution 19-306

Authorize refund balance of escrow money, B2210/L5, 729 School Street, in the amount of \$1,100.50

WHEREAS, William Van Der Eems posted engineering escrow monies for work on the Sobek residence (ID: SOBEK00001), known as Block 2210 Lot 5, 729 School Street; and

WHEREAS, the Construction Code Official has issued approval, C.O. 15-358, dated 9/30/2019; and

WHEREAS, outstanding invoices due the Township Engineer have been satisfied.

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 \$1,100.50.

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 the availability of funds for such services as determined in the Escrow Acct ID;SOBEK00001, Total Certified Amount Not to Exceed: \$1,100.50; Judith Curran, CMFO

Resolution 19-307

Authorize refund of overpayments to Corelogic for Q3 2019, for B4429/L7, 218 Lafayette Ave. in the amount of \$2,186.65 and B3209/L17, 613 Monroe Avenue in the amount of \$2,552.04, total amount of \$4,738.69

WHEREAS, overpayments for Q3 2019 property taxes were received from Corelogic, who paid taxes on behalf of the following properties:

BLOCK/LOT	ADDRESS	AMOUNT
4429/7	218 LAFAYETTE AVE	\$2,186.65
3209/17	613 MONROE AVE	\$2,552.04
TOTAL:		\$4,738.69

WHEREAS, under N.J.S.A. 54:3-27.2, tax overpayments shall be refunded to the payer.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Washington, New Jersey, that the Tax Collector be authorized to issue a refund in the amount of \$4,738.69 to Corelogic, Centralized Refunds, P.O. Box 9202, Coppell, TX 75019.

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 the availability of funds for such services as determined in Acct#9-01-95-004-000, Total Certified Amount Not to Exceed: \$4,738.69. Judith Curran, CMFO

Discussion Resolution 19-302

Ms. Curran stated Mr. Sears approached her as he is trying to do some fundraising for the Green Team with the Westwood Regional School District, with donations and the County matching them. You need to have a dedication by Rider, which needs to be sent to the State for permission, before donations can be received. Once permission is received from the State an account can be created. Councilman Ullman asked do you know how they plan on raising funds? Ms. Curran she is not sure, she believes it is with the high school, Mr. Sears did give her the letter, but she had to explain before he gets started you do need permission from the State. Council President DeSena asked does this need to be done for Town Day? Ms. Curran replied you have that line item established, which is done through recreation. Councilman Ullman asked do you know what "fill-it-forward" means? Ms. Curran replied to be green, clean no plastic bottles, using refillable water bottles, which this letter refers to.

A motion was made by Councilman Ullman, seconded by Councilman Cumming to approve Resolution No. 19-302.

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

Nays: None.

Resolution No. 19-302

Authorization requesting permission for the Dedication by Rider for Green Team with the coordination of the Westwood Regional School System for the "Fill it Forward" fundraising program trust fund

WHEREAS, permission is required by the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, under N.J.S.A. 40A:5-29 the State as statutory authority provides for receipt of donations received by the Green Team of the Township of Washington with the Coordination of the Westwood Regional School System to provide for the operating costs to administer this act; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Green Team of the Township of Washington with the Coordination of the Westwood Regional School System for the Fill It Forward Fundraising Program Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Township of Washington, County of Bergen, New Jersey as follows:

1. The Governing Body of the Township of Washington does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Green Team of the Township of Washington with the Coordination of the Westwood Regional School System for the Fill It Forward Fundraising Program Trust Fund under N.J.S.A. 40A:5-29 with the State as statutory authority.
2. The Township Clerk of the Township of Washington, County of Bergen, New Jersey, is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Councilman Ullman stated at the last meeting a request was made about aligning the CFO position and the Finance Director. Attorney Poller stated he believes there is an issue with trying to do that for the following reasons, first, unlike the positions that you are likening to, there is a specific statutory term that the CFO has, which is a four-year-term starting January of the year of appointment, running four years. That is different than the Director's term, which is the term coextensive with the Mayor's term, they don't align. He stated further, the position of CFO, unlike the positions that were mentioned before is a tenured position, so that after serving that four-year-term and being re-appointed, the CFO is tenured, if you marry the Director to the CFO, you have a tenured position. A Directors position is not a tenured position, it is a position that has its own statutory framework, the CFO its own statutory framework and protections, which the Director doesn't have, you cannot have those two together. Councilman Ullman stated the question he has, is Attorney Poller offering that as an opinion? or has it been decided previously? Attorney Poller replied has he found a case where someone tried to do it, in a Faulkner form of government that said you cannot do it, no, he checked the statutory framework, and these two things make it not work. Councilman Ullman stated the first conflict is the term of the CFO, and if we align that to the term of the Director, they run concurrently and that may overlap a change in the Mayoral, is that how he understood the first road block, impediment. Attorney Poller stated the Director is coextensive with the Mayors term, and can't be further than that, the CFO is a four-year appointment, January 1<sup>st</sup> of the year of appointment.

Councilman Ullman stated and the second is the fact that the CFO position is tenured? Attorney Poller replied yes. Council President DeSena asked would this year-one or year two for Ms. Curran? Attorney Poller replied it is four consecutive years and re-appointed, and the other position is the term of the Mayor. Councilman Ullman asked the ordinance, or the change to the Charter could not be written in such a way that these could be addressed? Attorney Poller replied you can Charter a lot, but you cannot over Charter statutory frameworks, the basic forms of government type things, those cannot be changed. Councilman Ullman stated if we decouple them, talking about the CFO having a term, the Director having a term align with that. Attorney Poller stated you cannot change the Directors term, it is set by Statute, the Directors term is coextensive with the Mayor's term that is under the Faulkner Act, you cannot change that. Ms. Curran asked so would you have tenure and not the Director, the CFO and Tax Collector are tenured positions. Councilman Bruno stated he doesn't have a question, but he would like to go on record tonight, Council President DeSena, since he will have some free time next year, he would like to throw his name in as a Director of Finance, since we don't have one. He has been sitting here listening to this for four years, wanted to volunteer his time, but there was a lot going on, but now he will have free time so he would like his name to be considered. Council President DeSena stated it is the Mayor's appointment, he will let him know. Councilman Bruno stated he understands that, but he thinks he would be a perfect candidate, certainly well aware, can help the CFO, drive the business forward. Council President DeSena stated he will advise the Mayor tomorrow. Ms. Curran stated she does have a question, under this form of government, she thought it was supposed to be the Tax Collector who falls under her. Attorney Poller stated that is not true, the ordinance doesn't say that, the Tax Collector is not under the Chief Financial Officer, nor is the Assessor, they are under the Department of Finance, that would be under the Director, the CFO is a specific position, that was created by Statute, and is in the Department of Finance. Ms. Curran asked what is her role in terms of helping employees? Attorney Poller replied he cannot tell you, check with the Administrator.

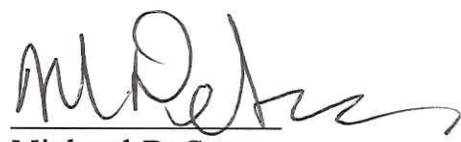
A motion was made by Councilman Cascio, seconded by Councilman Cumming, to adjourn to the Conference Agenda.

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

Nays: None.

Time noted: 8:04 p.m.

  
Susan Witkowski  
Township Clerk

  
Michael DeSena  
Council President

Approved: February 18, 2020

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY  
CONFERENCE MINUTES  
November 6, 2019

CURRENT BUSINESS

**I. Administration**

A. 1. Project tracker

Council President DeSena stated Administrator Tovo is not in attendance, he is at the Chief's retirement dinner, but he will forward any questions anyone may have regarding the Project Tracker to him via email tomorrow, and forward any answers to Council.

Councilman Ullman spoke of his concern of the status of the server, since it was indicated it was ordered, now he understands it has not been ordered. He also questioned Town Hall lighting particularly the junction boxes that are hanging off of the building, which he would assume is not up to Code. He stated the Grant Writer did reach out to him via email and provided a detailed report on his activity, which he will forward to the Township Clerk who will forward to Council. He stated he would like to know status of the Town Hall access control, he did notice there were wires hanging out of every doorway. He did ask to see project plans, business requirement, bid specs, a written diagram so whoever picks up the project can complete it, and to date he has not been supplied with any of that. He stated the pricing started at \$90,000, then \$40,000, then \$20,000, to date we have a \$6,000 payment that was made for work done. He stated Mr. Calamari was quite concerned at the selection process Mr. Bruno undertook to find a forensic accountant, his question to Mr. Calamari is what was the vetting process to find this security expert, and all the others that do work here, they are not from Bergen County, they don't have to be, but where did we get these people to do this work.

Road Program – A conversation followed on monies funded in the Road Program, and to date none of the roads have been done. Councilman Cascio stated the Council funded the Road Program, but it is up to the Administration to get it done. He is a little shamed it has not gotten done. Council President DeSena stated he has a very strong negative feeling about the easements required for the intersection, he doesn't believe we are putting enough emphasis to require these easements, he feels we need to do a better job to acquire these easements quicker and work much harder on this, he doesn't see the progress he would like. Councilman Cascio stated he would like to know from the Administrator and the Mayor where we stand, he feels we do need to be more aggressive. Councilman Ullman asked if Attorney Poller if he would know if they met with any of the residents. Attorney Poller stated he doesn't know. Council President DeSena asked if Attorney Poller would have known if we met with the one woman that is represented by Counsel. Attorney Poller replied if there was negotiation he would have been involved, but he has not been involved.

**II. Council**

- A. Ordinances and Legislation
- B. Financials

1. Best Practices (jc) – Ms. Curran stated there are 84 questions this year, divided in 50 categories, performance, budgets, financials, if we met deadlines, so on and so forth. The scoring was different this year, this year if you received a score of 30 plus, you received the full aid, the Township received a score of 38. She stated the Township Clerk does need to certify it, everything is online, it was certified as of November 5<sup>th</sup>, that is why it is on the agenda. Ms. Curran stated she did have to change a few things, such as having a budget early

on, it should be early January, as well as residents using private haulers. Councilman Ullman stated Ms. Curran did reply to some of his comments, but in his mind, some are still open, such as questions about exempt, non-exempt, compensation time, are the employees aware of their employment status, as well as other questions about the budget, expense management. He stated when Ms. Curran replied he doesn't know if she was replying officially for the Township, but there were certain things that the Administration had to respond to, he asked by Ms. Curran submitting this this evening, or attesting to it, is that to say that the Council has agreed to it, or that it just has been discussed. Ms. Curran replied that it has been discussed, the questions that Councilman Ullman had regarding Administration, she did ask Administration those questions, they answered those questions, as well questions to Attorney Poller, any area that is not my area, she forwarded to the appropriate people, so her assumption is they had to answer those questions truthfully. Councilman Ullman asked does Council have to attest at some point, or is it that it was just discussed. Ms. Curran replied just discussed, and it on record. Councilman Ullman asked if Council ever did a resolution. Township Clerk Witkowski replied she couldn't find anything. Attorney Poller stated he doesn't believe so, just that needs to be discussed. Township Clerk Witkowski stated she does have to sign-on to the website and certify that it was discussed, she does print out that it was discussed, and put it in the folder. Councilman Bruno asked that sewer system be added to the Project Tracker.

2. Year to date financials (rb) – Councilman Bruno stated he received a copy, we are still over COAH, and Lacrosse. A conversation followed on RUT, Reserve Uncollected Taxes, which is a year to year thing, approximately \$600,000, a minimum need to be put in there, it has been lowered this year. Councilman Ullman asked does Ms. Curran ask the Department Heads to provide commentary on their run rate, is that something we would contemplate including? Ms. Curran replied she wasn't here last year, Lacrosse is over spent, football helmets were ordered, \$12,000 over, there was conversation in changing fees that are being charged. Councilman Ullman stated there are Directors and Department Heads that are responsible for budgets, why are we not proactively managing these financials and understating this, this a thirteen-million-dollar a year business, there is no idea where we are financially unless we put in PO and it gets bumped because they're over budget. Council should get a monthly report, or at least quarterly of the major budgetary lines in each of these areas, tell us what is going on, salaries, other expenses, capital, they should show what they are spending and accountable for it. Ms. Curran stated in recreation, they will place an order, they will issue a PO, then find out they are overbudgeted, purchasing falls under Administration, not under the CFO. Council President DeSena stated Council needs to know about it before it becomes an issue, if someone comes to us and says we need \$12,000, that is one thing, but we are always playing catch-up. Councilman Cascio stated this is why we will now be seeing the bill list; some stuff should not get paid on time if we are overspending. Council President DeSena stated don't we have a certain list of employees that can or cannot order, are people placing the orders, do they have the fiscal authority in our form of government to place the order, without someone else signing off on it, and also shouldn't a Department Head know they don't have the money, and have to come to Council to ask they need \$12,000 to buy something. Attorney Poller asked if Ms. Curran send monthly reports to the Directors to let them know where they stand each month. Ms. Curran replied she does not. Attorney Poller stated the Director of each Department is responsible for the fiscal standing of their Department. Ms. Curran stated they get a budget. Councilman Bruno stated this has been recommended for years, every Director, Department Head should have a budget, know where they are at, what they have spent. Attorney Poller stated he thinks a monthly read-out to each Director is a good start. Council President DeSena stated he looks at it differently, a budget is given at the beginning of the year, for example \$100,000 for COAH, he has an excel spreadsheet, and if T&M Associates submits a \$12,000 bill, he then knows he has \$88,000 left, a Department Head is expected

to do things. Attorney Poller stated an Excel spreadsheet is fine, but what is wrong with a Director getting a printout. Council President DeSena stated as a Director, Department Head, you should be staying on top of things, you have to know where the money is, maybe Ms. Curran could give a report, but a Director should know if they are minus, but he does agree with Attorney Poller, a report can be given. Attorney Poller stated he doesn't create Excel spreadsheets, it would be nice if he got something that said where he stands, he is not blaming anyone, complaining is one thing, but try and be proactive, and solve the problem, it seems to him that each Director that is in charge of a budget should get a monthly statement, and send them out to each Director, at least they will know where they are in their budget. Councilman Cascio stated he is assuming a Director has authority over their Personnel Manual, what is the Director's function? Ms. Curran replied the Director signs off on the final PO. Councilman Cascio stated before a Director signs off, he should know if there is money in the account, that is his job. Ms. Curran replied the Director is signing off after the PO is said and done. Councilman Cascio stated that seems to be the issue, after it is said and done. Council President DeSena asked who is doing the ordering, does that person have the fiscal authority to do the ordering? Ms. Curran replied the Department Head should know what is going on. Councilman Bruno stated it is not difficult to set up a policy and procedure to approve bills, requisition purchase orders to have the proper delegation of authority, this is done every day in every company, this is not a difficult procedure, it is just it has never been done.

3. Teen Center (sw) – Township Clerk Witkowski stated she has spoken to Attorney Poller on this. She stated we have received a new agreement from Westwood about Teen Night, it was given to me to sign, then it was taken back for someone else to sign, and again given back to her. She stated she pulled out the resolution from 2018, along with Interlocal from 2018. In looking at it there are different financials, the first page on the bottom, the Borough pays 60% of the staff salaries, and the Township pays 40% of the staff salaries, the old agreement from 2018, she doesn't see that. She just wants Council to compare the two, so they are aware of it, it does need to be done by January 1<sup>st</sup>. She did speak to Gary from Westwood the other day, he was questioning the status, she did explain to him she was bringing it to Council this evening, if Council was in agreement, it can be put on the Agenda the end of November, with a resolution the beginning of December. Councilman Ullman stated b, c, and d appear to the same. Councilman Cascio stated a is the only one that is different. Township Clerk Witkowski stated c also has a little bit more to, such as \$500 to pay for equipment in lieu of the borough paying for all maintenance and utilities, she didn't see that last time around. Council President DeSena stated the 40% of staff salaries, we don't know what that will equate to, he hopes the new Council will be amendable to continue Teen Night. He stated please ask Gary what the 40% will equate to for the budget, plus the \$500, plus the 50% of direct cost that has paid in the past for the 2020 budget. Township Clerk Witkowski stated she will get the information for a resolution in December.

4. Salary-director of summer recreation program (rb) – Councilman Bruno requests that this be moved to the November 25<sup>th</sup> meeting. He stated there was a schedule last year by Mr. Setticase, which outlined the fees, he requests that format be dropped into the current format.

5. Status of budget process (rb) – Councilman Bruno asked Ms. Curran what is the status of the budget, the Administrator and Mayor do handle the budget. Ms. Curran stated she has a question about that, an email went out from Mr. Tovo on Tuesday to everyone, then she received an email today asking her to prepare all the budget worksheets for each Department in preparation for the budget, she feels that is an Administration function. Councilman Bruno stated it is an Administration function.

#### C. Miscellaneous

1. Central Cashier (mds) – Council President DeSena stated at the last meeting it was discussed that Mr. Tovo and Ms. Curran would discuss the implementation of Central Cashiering. Ms. Curran stated Mayor Calamari

did ask her today and she indicated there was not a discussion, Mr. Tovo called her and stated we are trying to get into place, they weren't really too sure because the Tax Office is very busy, so it might be December 1<sup>st</sup>, but she is all ready at her end. Council President DeSena stated we will keep this on the agenda for the next meeting.

2. DMF secretary (rb) – Councilman Bruno asked who is the DMF secretary now? Council President DeSena stated it was discussed it would be the new Professional Assistant to the Police Department, and DMF Secretary would be a full-time position created for both, that is what we were told back in May. He did look at the meeting minutes, the retiree was going to be replaced by a full-timer, part-time in the DMF 50%, part-time in Police 50%, he doesn't know if we have a DMF Secretary at this time or not, he doesn't know the status. Councilman Bruno asked what is the status of the payroll? Ms. Curran replied Dina did speak with her and stated she thought we may fall short in certain areas, she believes we had Lucille a bit longer and there was an overlap. Councilman Cascio stated if you are hiring someone, and expects to leave by a certain date, it can be budgeted, but they cannot stay another week. Council Presidents DeSena stated he will put on the November 25<sup>th</sup> Agenda.

3. Municipal consent, Cross River Fiber (sw) – Attorney Poller stated he didn't get a chance to read all the materials that was given to the Township, but they are looking to put band-width cable, and attach it to the poles, but they have to go through the right of way, and they are looking for our consent, and the question is do you have to give them the consent. Council President DeSena stated according to the BPU you do. Attorney Poller stated it looks like that you do, but he does remember a company tried to put something in the right of way, and the Township didn't give them consent, he will research it and update Council at the next meeting, he will also look into the revenue opportunity. Council Presidents DeSena requests this be put on the Agenda for the next meeting.

4. DMF Seasonal help (rb) – November 25<sup>th</sup> agenda.

5. DMF equipment ready for leaves and snow (rb) – November 25<sup>th</sup> agenda.

6. DMF snow plow reserve (rb) – November 25<sup>th</sup> agenda.

Councilman Bruno asked have any trees been purchased for the neighbors behind the parking lot at Town Hall. Council President DeSena doesn't believe they have been purchased. Councilman Ullman requests that be added to the Project Tracker, he also requests that Mr. Tovo and Mr. Scudieri provide Council with an update on seasonal staff. Councilman Bruno stated Best Practices spoke of maintaining a reserve of three years for snow plowing. Ms. Curran stated we have about \$90,000, if she looks back three years there was nothing charged to that, we are supposed to keep three years of labor, she reclassified it to Snow Watch, because there was not enough in the budget for Snow Watch. Councilman Bruno stated we need to determine how much overtime labor is spent for snow plow, then multiply it by 3. Ms. Curran stated that is correct. Councilman Bruno requests that this be put on the November 25<sup>th</sup> agenda.

#### CLOSED SESSION:

#### Resolution No. 19-308

#### Personnel – Summer Recreation Director

A motion was made by Councilman Ullman, seconded by Councilman Cascio to approve Resolution No. 19-308.

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

Nays: None.

Closed Session

Resolution No. 19-308

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) of N.J.S.A. 10:4-12, herein in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in

writing that such matter or matters by discussed at a public meeting. **Summer Recreation Director**

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.

\_\_\_\_\_The Township Council anticipates that an open session will be necessary.

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

Time noted: 8:44 p.m.

  
Susan Witkowski  
Township Clerk

  
Michael DeSena  
Council President

Approved: February 18, 2020