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**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Workshop Meeting  
Date of Meeting: January 4, 2014  
Time of Meeting: 4:40 pm  
Minute Page No: Page 2 of 8

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**WHEREAS**, an application for the person to person transfer of Plenary Retail Consumption License 1615-33-005-003 ALO Inc. to the Grasshopper Irish Pub & Restaurant LLC for premises at the same location has been received and reviewed; and

**WHEREAS**, the Mayor and Township Council has conducted a public review of the application as stipulated in the guidelines of the Director of the Division of Alcoholic Beverage Control dated April 14, 1980; and

**WHEREAS**, as a result of that review the Mayor and Township Council have determined as follows:

1. The submitted application is complete in all respects.
2. The applicant is qualified to be licensed according to all statutory, regulatory and local governmental A.B.C. laws and regulations.
3. The applicant has disclosed to the issuing authority the source of all additional financing obtained in the previous license year (July 1, 2012 - June 30, 2013).
4. A Special Ruling required by the N.J. Division of Alcoholic Beverage Control has been received in the Office of the Township Clerk.

**WHEREAS**, the Police Department has recommended that the license be transferred with all current conditions if applicable.

**WHEREAS**, the license may be transferred with the following conditions:

1. A Retail Food Establishment license must be acquired and satisfactory recommendation received in the Clerk's office prior to opening.
2. Fire Prevention Office violations must be remediated per agreement with the Acting Fire Marshal.
3. Licensee must submit applicable pages of 12-page application to the Township Clerk prior to re-opening.

**NOW, THEREFORE, BE IT RESOLVED** that the transfer application is hereby approved and the Township Clerk is authorized to endorse the transfer and deliver the license certificate for the Mayor and Township Council of the Township of West Milford.

Adopted: January 4, 2014

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Moved: Horton  
Voted Aye: Erik, Hensley, Erk, Dale, Signorino, Horton.      Seconded: Signorino  
Voted Nay: None.  
Motion carried.

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Agenda No. VI

**Proclamations**

None.

Agenda No. VII

**Public Comments**

Mayor Bieri opened the meeting to the public after advising that there is a five-minute limit for each speaker.

Doris Aaronson, 19 Bearfort Road, West Milford said there is an article in *The Record* about Ramapo College getting money for their labs. The Wallisch Estates could be considered a field lab and therefore the money may be there for this property transfer. She said the annual situation with weeds in Greenwood Lake begins in May. The weed harvester needs annual maintenance & repairs. They have to engage contracts for operating and repairing the harvester. That must begin in March to achieve completion by May. The New York side of Greenwood Lake always wants the harvester and we should be careful that we do not lose that advantage for our residents on the New Jersey side. She said she hopes the Council considers the problems that our residents will experience if we do not retain the chair of the bi-state commission. This is a recreational & economic advantage to West Milford. She suggested that the Council make conditional appointments to retain control.

Bob Nicholson, 20 Hyde Road, Stockholm thanked the Council for opening up dialogue about the fire companies. It didn't sit right with him that the resolution was adopted without any public input. Everyone is doing a fine job he said.

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Minutes of: Governing Body Workshop Meeting  
 Date of Meeting: January 4, 2014  
 Time of Meeting: 4:40 pm  
 Minute Page No: Page 3 of 8

There being no more comments from the public Councilman Signorino moved to close the public portion of the meeting.

Moved: Horton Seconded: Signorino  
 Voted Aye: Unanimous voice vote.  
 Voted Nay: None.  
 Motion carried.

Agenda No. VIII

**Council Comments**

Councilwoman Horton - agrees that the public has a right to know what is happening in all matters including public safety. She said the Council made decisions for public safety and in the best interests of the Township.

Councilwoman Dale - looks forward to reopening dialogue and understanding the facts that led the Council to take this action. We need further dialogue and she looks forward to facilitating that with the chiefs of both fire companies.

Mayor Bieri - understands the concerns with the shock factor associated with restructuring a fire department. It was not a hasty decision but the public was not necessarily aware because the topic was discussed primarily in executive session for justifiable reasons. She commended the Council noting that they gave great consideration to the decision they made.

Agenda No. IX

**Discussion Items**

1)	Discussion - Recruitment Search – Township Administrator – this discussion was deferred to later in the meeting.
2)	<p>Discussion – 2014 Governing Body Meetings – Mayor Bieri directed the Council to a memorandum from the Clerk with suggested language for agendas wherein public comments at Council meetings would only occur after 7:30 p.m. Councilman Signorino said he would like to keep things the way they are. Interim Administrator Casey said that the same issue came up in a municipality he was in previously. They maintained the public portion at 7:30 so that residents knew that they could address council at 7:30 p.m. or thereafter. He opined that going into executive session at 6:30 presents an inaccurate image. The clerk is suggesting that it may be best to let the public know that it will be okay to come at 7:30 p.m. or thereafter if any person is attending for the purpose of addressing the Council. Mayor Bieri agreed. Councilwoman Horton agrees and she said constituents have raised this issue with her. This simply says that the Council will take care of other business before 7:30 p.m. out of respect to resident’s time. Councilman Signorino said he appreciates those comments. He has been at meetings when executive session went well into the night. The only benefit to having executive session with public comments directly thereafter is that Council hears from public before taking action. Councilman Hensley asked if this places a cap on executive session and Mayor Bieri said no, it is only saying that public comments will only occur after 7:30. Councilman Hensley said that if there is no executive session the Council will be left until 7:30. Councilman Signorino said he wants to keep things the same. He has not heard complaints. Mayor Bieri asked the Clerk to poll the Council.</p> <hr/> <p>Vote for Same: Erik, Signorino.                  Vote for Change: Erk, Hensley, Dale, Horton.</p>

Agenda No. X

**Action Items**

The Township Council took action on the following items:

Agenda No. X 2

~ Resolution No. 2014- 041 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY APPROVING THE ISSUANCE OF VARIOUS LICENSES FOR THE LICENSE YEAR 2014**

**WHEREAS**, applications have been made for the new licenses and the renewal of various Licenses for the 2014 license year; and

**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Workshop Meeting  
 Date of Meeting: January 4, 2014  
 Time of Meeting: 4:40 pm  
 Minute Page No: Page 4 of 8

**WHEREAS**, reports of recommendation have been received from applicable Township Departments recommending the issuance of said licenses as listed below.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of West Milford does hereby approve the issuance of 2014 Licenses as listed below: and;

<b>Lic No.</b>	<b>TAXI OWNER LICENSES</b>
2014-02	S & J LIMO John Karwoski
2014-03	Douglas Business Services Inc. Douglas L. Townsend
<b>Lic No.</b>	<b>TAXI DRIVER LICENSES</b>
2014-02	S & J LIMO John Karwoski
2014-03	Douglas Business Services Inc. Douglas L. Townsend
<b>Lic No.</b>	<b>POOL TABLE LICENSES</b>
2014-05	AMERICAN LEGION POST 289
<b>Lic No.</b>	<b>DEALER IN PRECIOUS METALS LICENSE</b>
2014-02	J. Alexander Fine Jewelers Alexis Randolph

Adopted: January 4, 2014

Moved: Erik Seconded: Horton  
 Voted Aye: Erik, Hensley, Erk, Dale, Signorino, Horton.  
 Voted Nay: None.  
 Motion carried.

Agenda No. XI

**Approval of Expenditures**

**~ Resolution No. 2014- 042 ~**

**RESOLUTION APPROVING THE PAYMENT OF BILLS**

**WHEREAS**, the Township Treasurer has submitted to the members of the Township Council a report listing individual disbursement checks prepared by his office in payment of amounts due by the Township.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Treasurer's report of checks prepared by him be approved and issued as follows:

<b>Acct #</b>	<b>Account Name</b>	<b>Amount</b>
1	Current Account	\$186,319.66
3	Reserve Account	0.00
2	Grants	26,184.68
6	Refunds	90.00
1	General Ledger	0.00
26	Refuse	102,052.79
4	Capital	15,527.53
19	Animal Control	6,614.25
19	Heritage Trust	0.00
19	Open Space Trust	0.00
19	Trust	1,228.44
19	COAH	0.00
16	Development Escrow	0.00
20	Library Trust	0.00
21	Assessment Trust	0.00
Total		\$338,017.35
Less Refund Resolution		-90.00



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Minutes of: Governing Body Workshop Meeting  
Date of Meeting: January 4, 2014  
Time of Meeting: 4:40 pm  
Minute Page No: Page 6 of 8

---

Councilwoman Horton congratulated Councilmembers Dale & Signorino & Councilwoman Erk on her nomination as Council president. She advised that the ZERO abuse survey is coming from CASA. The purpose is to seek 7<sup>th</sup> & 8<sup>th</sup> grader opinions on drug use & abuse. The survey is very simple. She has copies and people can get it by calling 973-728-2860. 7<sup>th</sup> & 8<sup>th</sup> graders who participate are eligible to win an IPOD. The Council will continue to monitor matters of public safety and will continue to make our community as safe as possible.

Councilwoman Erik displayed a bag of drugs she taken from the medicine cabinet in her home when her friend, who lived there, recently passed away. She noted that this would be very dangerous in the wrong hands and oftentimes kids find drugs like this in a grandparents house. She said that some kids would see it as a stash. She said she is bringing these drugs to a drug drop at the police department so that they can be properly disposed. She encouraged everyone to learn how to manage their drugs and keep them away from kids.

Councilman Hensley wished everyone a happy & safe New Year.

Council President Erk congratulated Councilmembers Dale & Signorino. She said she is looking forward to watershed legislation being introduced in the State legislature this year. If successfully adopted it would benefit the taxpayers of West Milford because it would provide for an income approach to the valuation of watershed land. She asked for consensus to continue to serve as liaison. Councilmembers Signorino & Erik made the motion & second and there was unanimous consent by voice vote to grant her request. Council President Erk thanked her colleagues for voting for her to serve as Council President this year.

Mayor Bieri congratulated wished everyone a Happy New Year.

Councilman Signorino said he has had an issue with the cablevision subcommittee and he is seeking Council direction. He said he would like to keep the subcommittee and get direction from Council as to how to proceed. There is an ongoing feud that is relative to the committee. Hensley would be interested in serving on that subcommittee. He said he would like to remain on the committee and Councilwoman Erik said she would also like to continue serving. Councilman Signorino made a motion to have a committee of 2 members. Councilwoman Erik said that the Council gave direction to hand the taping process over to the school and then the subcommittee was established. The Council agreed to work with the BOE and, to that end, there were numerous meetings with the BOE subcommittee. They went to look at other communities. After quite a few meetings about discussing going to the High School, a Cranford expert said the high school is not a good location. The BOE chose Hillcrest based on the Cranford expert. The money that the town has been saving for the equipment would not be sufficient to house this studio at Hillcrest. For many meetings she asked for a detailed cost analysis of the needed equipment and she also asked many West Milford residents with related experience. They said much of the equipment was not compatible. She brought a West Milford resident to the next meeting and the members of the BOE subcommittee walked out despite the fact that there is a deadline looming. She explained the current process by which we have someone taping the meetings and said the Cable TV committee is at a standstill. It was initially proposed that the BOE should incorporate this into the high school to complement West Milford children's education. The issue arose when the BOE decided not to house this at the high school. The BOE estimates it will take \$100,000 to start the station. We have about \$51,000. The BOE said they will contribute half the money and the BOE also says the Township will have to pay rent for the two rooms at Hillcrest that would be used for the TV station. She said she is not inclined to agree to house this at Hillcrest. She has asked local TV experts and they agree you don't need an actual station or studio. We were trying to do this for the school but the BOE removed it from the school. They won't negotiate a contract with the teacher who teaches this class. She & Councilman Signorino have conflicting opinions at this time. Councilman Signorino said the high school is not a viable location because there would be security concerns. To have a Township owned TV station at the high school would warrant access making Hillcrest the ideal location. He agrees with the BOE stance on this matter. He has asked about rent and the BOE denies that they have requested rent. He would not support a rent agreement. The committee should be apprised if invited guests are being asked to attend meetings. He wants to start fresh this year. He does not want this to continue with negativity. We need to be vigilant to keep this moving in a positive direction. There is a motion on the table for a vote.

Doris Aaronson asked for and received consensus to speak.

Doris Aaronson, 19 Bearfort Road, West Milford said that as chair of the prior cable TV committee the BOE had said they need a studio that would cost \$108,000. She looked into that and it would be to do renovations to an existing auditorium. She asked the Council to be suspicious of the BOE.

Councilwoman Erik said that the cable TV committee was established with herself & Councilman Signorino from the Township and Wayne Gottlieb from the BOE. Then the BOE added Mr. & Mrs. Richards and other BOE members. Councilman Signorino said the BOE delegates liaisons as they see

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Minutes of: Governing Body Workshop Meeting  
Date of Meeting: January 4, 2014  
Time of Meeting: 4:40 pm  
Minute Page No: Page 7 of 8

---

fit. When the committee was first established it was only Wayne Gottlieb. The BOE then assigned the Richards. He said he finds it disruptive to have someone come without an invitation from the entire committee and behave disruptively at the meetings. Mayor Bieri suggested that the committee set up some structure as they proceed. Councilman Hensley seconded the committee of two members and the committee was approved with the unanimous vote of the Council.

Councilman Hensley was nominated by Councilman Signorino to serve and received unanimous votes from the Council.

Councilman Signorino was nominated to serve and received four of the six Council votes with Councilmembers Erik & Horton voting no.

Interim Administrator Casey directed Council to his memo from the last meeting pertaining to the recruitment search for a Township Administrator. He said he would like to seek direction from Council on a number of specific matters beginning with the basic qualifications for the preferred candidate. He advised that there are no legal requirements for a township administrator other than he be bondable. The reason for that is the person should have the ability to work with the governing body. Councilwoman Dale said that the requirements of the past may be specific to this community's needs and Mr. Casey said you don't want to preclude the best person. The purpose of the advertisement is to reach attractive candidates. Councilwoman Dale said that it would be best to set parameters that limit the perception of discrimination. The only legal requirements in our ordinance is residency. The Council unanimously agreed to waive the residency requirement.

Mr. Casey said the next issue is experience. He recommends that the candidate must have experience in municipal government and then experience as a municipal administrator. He suggested a minimum of 5 years of experience in municipal government and 3 as a township administrator. That would be a minimum but the governing body can waive that for the perfect candidate. Councilman Hensley said he would like to see prior standards. Mr. Casey suggested that the candidate have a masters degree or equivalent which provides for a broad scope of knowledge. Mr. Casey said West Milford is a unique community with dense development surrounded by open space. Based on that he would not recommend specifying experience in a specific type of environment. Councilwoman Dale suggested it may be best to have the personnel committee work with the Mayor on this ad. Mayor Bieri said we need the ad as soon as possible and she agrees that using language such as preferable to increase the pool of candidates. Councilwoman Horton agrees with the benefits of using the word "preferred". She does not feel it absolutely necessary to have five years experience. This is a two-way street. Mr. Casey said his goal is to end up with three or four candidates that Council can arguing about. Councilwoman Dale we need to look at past requirements and then work on the preferred qualifications. Mr. Casey provided some salary information for current administrators in surrounding towns. West Milford is on the low end of the market he said. Councilwoman Dale said the point is well taken and we must be open to potentially paying more. Mr. Casey said he does not think the current range would discourage applicants. He will get prior ads and draft a new one and he would like to get it on the NJLM site by the end of the week. He said he would also post it in the NJ Administrator's newsletter as well as the Township website too. Interim Administrator Casey advised that there have been recent changes in State legislation and now municipal employees be state residents. Councilwoman Dale asked the Mayor about her past experience. Mayor Bieri said it has been very varied. Some people look good on paper and don't interview well. Others interview well and don't look good on paper. Mr. Casey said that the commute time is a factor. Mayor Bieri suggested that the committee should meet this week with her to put the ad together.

Interim Administrator Casey said the last thing to discuss is the process. He solicited RFPs from two groups that do this work. He is an independent contractor and has worked for both of these groups. The proposal from Jersey Management is rather high primarily due to travel time. Discussion ensued as to the benefits of hiring a recruitment firm. Mr. Casey suggested a process whereby he advertises and engages in a preliminary process. Then the committee becomes involved to interview the preferred candidates which he hopes to have narrowed down to about ten people. He, the Mayor & the committee can then narrow it down to about 3 candidates who can then be interviewed by the entire Council. He would recommend having the Canning Group assist in the first culling of resumes but he does not need that decision tonight. Councilman Signorino said his expectation was that Casey would be involved in the process. Mayor Bieri said the first step would be for her and Mr. Casey to meet with the committee and draft the ad. Committee members Dale & Signorino each said they will be available this week.

Township Attorney Semrau wished everyone a Happy New Year. He said he will draft a transition memo for Mr. Casey.

Agenda No. XIII

**Appointments and Resignations**

None.

Agenda No. XIV

