
TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY

Minutes of: Governing Body Workshop Meeting
Date of Meeting: March 02, 2016
Time of Meeting: 5:30 pm
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The Regular Meeting of the Governing Body was called to order by Mayor Bettina Bieri.

Adequate Notice Statement

Mayor Bieri read the following statement:

Please note that in accordance with Chapter 231, Public Laws of 1975 of New Jersey, adequate advance notice of this Workshop meeting was advertised in the Herald News in its issue of December 20, 2015 and January 3, 2016; copies were provided to the Suburban Trends, the Record and Star Ledger and posted continuously on the bulletin board in the main corridor of the Town Hall and on file in the Office of the Township Clerk. Notice of the earlier start was published on February 24, 2016 and posted on the bulletin board.

Please also make note of all fire and emergency exits - located to the left, right, and rear of this room - for use in case of an emergency. Thank you.

Pledge of Allegiance

Mayor Bieri led all in attendance in a salute to the flag.

Roll Call

Present: Councilmembers Ada Erik, Mike Hensley, Tim Wagner, Michele Dale,
Luciano Signorino, Marilyn Lichtenberg, Mayor Bettina Bieri.
Absent: None.
Also Present: Township Administrator /Clerk Antoinette Battaglia,
Attorney Dawn Sullivan

Agenda No. II

Review of 2016 Municipal Budget.

Mr. Robert Casey addressed the council about the 2016 Municipal Budget. He said the first item to be discussed is a summary to give the council an idea of the big picture and then police. He started with putting the budget into perspective and said that the bottom line is that we are in very good shape this year. The outline for this year has three years of budget and expenditure history from 2013, 2014, and 2015, as well as the actual expenses and what was anticipated.

Mr. Casey reviewed expenditures and noted that the proposed budget is \$700,070 over last year. However, included in the revenue numbers is the \$800,000 that had to be returned to Newark, debt service of \$144,000 and PFRS contributions of \$153,000. Calculating these numbers into the equation, the overall increase from 2015 is \$469,000. Mr. Casey reviewed increasing the reserve for uncollected taxes, reserve for salary adjustments, the reserve for tax appeals and the capital improvement fund. He noted that he will be discussing these matters in greater detail with the governing body.

Mr. Casey noted the operational changes that are outlined in the budget. The first is the change in the Clerk/Administrator and the addition of a person in the clerk's office. Second, it is recommended that there is an increase for a part time employee in the information technology division because with the library and public works coming on line, more staff is needed. Third, there is an additional garage mechanic that has been funded however there is a policy issue that is to be made in the budget with the question of the maintenance of the fire trucks. The garage is asking for an additional person and the fire department is saying that they want additional maintenance to be done by a third party contractor. Currently they are both funded so the governing body needs to decide how to proceed. Fourth, there is a reorganization of the recreational department. Lastly, it was funded for a part time clerical person in recycling to have phone coverage in the afternoon. David Stires is house bound by all of the phone calls that they are getting in the afternoon so an additional person is needed so he can get out in the field. Mr. Casey said that there is list of areas where there are significant cost increases that need to be discussed. He said that there has been a significant cost increase in legal matters and there are several very large extensive suits going on. He said that he is projecting a legal budget of \$63,000 more than last year and it will have to be discussed by the council.

Next, Mr. Casey said that there is a big line item for gypsy moths in the amount of \$123,000. He said that it will come down once there is information about the state and federal grants that are available. There

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has been an addition of about \$445,000 in general services for remediation activities for environmental problems like underground oil tanks and other miscellaneous issues. Mr. Casey said that in addition, there is about \$83,000 for watershed issues and \$25,000 budgeted for COAH. COAH is one of those issues that we thought have been to rest but has come up again.

Mr. Casey said that the police Chief would like to talk about some items related to another vehicle and some overtime in the police department. There is uncertainty on how bail is going to be handled under the constitutional amendment that was recently passed. There is also an additional \$18,000 in the budget for the first aid squad radios and pagers and there is the issue with firetruck maintenance as stated. Mr. Casey said that it comes down to revenues. This year is the largest surplus to date. Mr. Casey said that he is concerned with the surplus going to operational issues and generating new surplus. He explained that this is a good starting position and there are many areas open for discussion.

Police – Chief Storbeck addressed the council. He said there were two retirements in that department last year, promotions were made and two officers were hired to fill the vacancies. Chief Storbeck reviewed the various training programs that officers must undertake the local events they participate in and the community outreach programs administered in the department.

Chief Storbeck said that the budget he presented is currently an 11% increase from last year and that takes into consideration all of the vehicles that are currently in the OE except for the one expedition that is no longer serviceable for police. He said that they are going to try and give it to another department to be used elsewhere. Chief Storbeck said that he has put in a request for two additional officers to bring the staffing up to 46 and there are currently 44 officers.

Patrol Overtime – Chief Storbeck addressed the council and said that he has asked for an increase because of the new process with the courts called CJP or Central Judicial Processing. Under CJP guidelines, bail cannot be set locally upon arrest. Therefore, prisoners must be transported to the County for processing. This will warrant additional man hours. Discussion ensued about possible use of special police officers and the problems with that. Chief Storbeck said that events that are going to take overtime are the fireworks, as well as the ALF and the REAL Program. He said that they don't have enough manpower within the police department and or have a special unit to teach the programs. He explained that he thinks this is important for the officers to be involved in the programs because they get a lot of positive feedback from the kids and it's important to engage the youth of our communities. Councilman Signorino said that he has always mentioned that he would like to see more PR by the police department with the community. He said that he has liked that over the past few years that there has been more presence by the police department in a positive way and you can hear it and see it in town.

Miscellaneous Training – Chief Storbeck said that officers need to be trained regularly due to mandatory requirements for any updated laws and new technology. In the budget, he has noted specific schools that provide the training as well their pricing. Chief Storbeck said that they try and use the county training whenever possible. He said that he requests a certain amount of money and it doesn't always get spent because if they can utilize the county training, there is no cost to have the officer enrolled. Chief Storbeck reviewed the line items in his budget.

Mr. Casey said that there is an extra \$55,000 in the budget for a Chevrolet Tahoe. He said that it would be used for the shift supervisor and the crash unit and it needs to be a discussion item for the council. Councilman Signorino asked if the amount is just for the vehicle or if this includes all of the equipment for inside the vehicle. Chief Storbeck said that it is all inclusive including the equipment and lettering. Council President Dale asked if this will help with the idea to retire vehicles earlier to accommodate the other departments so we don't have to make significant purchases. Mr. Casey said that he thinks that it is a valid goal to get to and this will help toward accomplishing that goal. He said if 5 vehicles are retired a year from the police, they can be used in other departments. Mr. Casey said that the Tahoe will last longer than the regular two year life span. Councilman Signorino noted that the fire inspector is still looking for a new vehicle.

Township Administrator/Clerk Battaglia said that the governing body did make significant investments to some of the other departments last year and are getting the departments back into some type of manageable shape. Councilman Wagner asked if there is anything we can do to extend the life of the vehicles. Chief Storbeck said for emergency purposes, vehicles shouldn't be used over 100,000 miles. Mayor Bieri said that the police need vehicles that are reliable and can do the job. She said that with idling, they are over 100,000 miles and they can be used for another purpose in another department.

Mr. Casey said that the one area that is different in the budget is for the Special Police. Chief Storbeck explained that he is asking for an increase in salary and wages for the Special Police. They are used for

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church detail, autumn lights, court, and prison watch. Chief Storbeck said that there is at least one special retiring this year so the training for a new hire is in the budget as well. In the past, there have been specials hired who are already trained from another department to save some money. Councilman Wagner asked how many specials we can have. Chief Storbeck said 25% and he explained that they are used to supplement police officers not to replace them.

Councilman Wagner asked if there are any non-armed specialists that are able to become armed officers. Chief Storbeck said that they would have to go through the academy that officers complete. Chief Storbeck said that it wouldn't fix the problem because it would be the same number as before. Councilman Signorino asked how much the cost would be to have an unarmed special become an armed special. Chief Storbeck said that some classes don't cost the Township anything because we are in county but for specials, there is a cost for the classes.

Councilman Hensley asked if the Township has considered using body cameras. Chief Storbeck said not at this time because they are too new and they are currently using mobile video recorders and body microphones. He said that the regulation was just written and they are talking about changing it already and the camera would still have to be used in the vehicles as well so it's counterproductive. Township Administrator/Clerk Battaglia said that the municipalities that have used them have had difficulty so there are a lot of challenges that need to be addressed. Councilman Hensley said that it is probably a wise to wait at this time and with new technology, the price will go down in time. Chief Storbeck said that with the cost to purchase them as well as maintenance is substantial. Mr. Casey said that he thinks that it's a good idea to wait and have a couple of court cases in this area. He said if it can avoid it, we are probably better off for now.

Agenda No. III

Reading of or Approval of Unapproved Minutes

Councilwoman Erik moved to adopt the following Meeting Minutes as presented:

- January 6, 2016 Workshop Meeting
- January 20, 2016 Regular Meeting
- January 20, 2016 Executive Session
- January 20, 2016 Executive Session

Councilwoman Erik said that for the January 20, 2016 Regular Meeting minutes for her report on page 13, she would like the correction that they are looking for more silver not platinum.

Moved: Erik Seconded: Lichtenberg
Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg
Voted Nay: None.
Motion carried.

Agenda No. IV

Meetings

Mayor Bieri noted the future meeting schedule:

- March 16, 2016 Regular Meeting
- April 6, 2016 Workshop Meeting
- April 20, 2016 Regular Meeting

Mayor Bieri noted that April 20th is also volunteer award night. At this meeting we recognize volunteers within the community and volunteer organizations. If you know anyone who you would like to nominate for the volunteer of the year, forms are available at Town Hall, the library, and Hillcrest and they are due at the clerk's office no later than March 9th at 4:30pm.

Agenda No. VI

Proclamations

Multiple Sclerosis Awareness Week – Janice Sangle and Janet Laycox accepted the proclamation. Council President Dale read the proclamation and Janice Sangle spoke about Multiple Sclerosis. She said that she is one of the 1.3 million people with the disease and that it affects many areas of a person's life. She said that in Passaic County there are two support groups that have resources to help, including one in West

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Milford. Ms. Laycox said that she encourages people to find out more information on Multiple Sclerosis and on the programs and services that are offered. Janet Laycox spoke and said that Multiple Sclerosis does not affect everyone the same. Mayor Bieri recognized them for the progress that they have made and not letting the disease stop them. She said that they volunteer in town, raise awareness, and help others. She congratulated and thanked them for receiving the proclamation.

Agenda No. VII

Discussion Items

1.	<p>Discussion: Facilities</p> <p>Township Administrator/Clerk Battaglia asked the Interim DPW Director Ed Steines to join the conversation tonight. She explained that this process was started because the library is proceeding at a fast rate and it would be a good time for the governing body to have status reports on the town's facilities and buildings. Ms. Battaglia said that they have been underfunded for many years and the effects are starting to show. She said that there have been many issues at a significant cost and we are struggling to find the funds and the means. The departments have gotten together and made a synopsis to understand the current and future issues. Ms. Battaglia said that she thought it would be wise to bring forth the history of the appropriations. Mr. Steines addressed the council and said that since he has taken over the position a month ago, he has been busy. He said that money was just put into the boiler system and the pipes throughout the municipal building are failing. He brought a piece of what was found in the pipes and handed it out to the council. Mr. Steines explained that in the past there was a maintenance worker who was cutting corners trying to save money and it is costing us more money. He said just yesterday, there was sizzling in the walls and it cost \$1,400 for an electrician to come and repair it. In addition, there is going to have to be some excavation around the entire Town Hall and waterproofing on the foundation due the deteriorating cinderblock. There is water is now seeping in and it is causing problems in the Police Department and other areas of the building. Mr. Steines said that there is another issue with the electrical wires shorting out underground because they are rotting out due to the dampness. In the ceiling in the meeting room, there is an air handler that is out of service and it will cost \$10,000 to fix. He said that there are so many things in our facilities that are falling apart and it needs to be addressed to see what can be repaired. Mr. Steines said that there was an issue with the women's bathroom in the Police Department and when he took the lid off, there was a Pepsi bottle in it as a repair. He said that over the years there have been budget cuts and he would like to be proactive with the issues. Township Administrator/Clerk gave an overview of how much was funded previously. In 2015, the governing body appropriated \$40,000 and later in the year there was an additional \$20,000 appropriated for an emergency. She said that another example is the Johner building only is appropriated \$1,000. She said that a home cannot even be maintained for that amount. Township Administrator/ Clerk Battaglia said that they are asking the governing body to be aware of this going forward. She handed out a sheet to the council with current, short term, and long term projects. She said that the short term list seems to just keep growing and is hard to prioritize. Councilman Signorino said that the time has come and it is better to do this sooner than later. Mayor Bieri said that she would like to know the totals for what it would take to get everything up to speed and to stay on top of the maintenance. She said that it could be more cost effective to bond that amount of money and do a major renovation or a knockdown. She said that if it can be fixed, she is in favor of that as well. Councilman Signorino said that there is a lot of work to be done and he would like to look at the status of each building to see where to go from here. Mayor Bieri agreed and said that to make repairs for years and then still be stuck with an old building that will continue to have the same issues, then we might be better off rebuilding. Township Administrator/Clerk Battaglia asked the governing body if they would be willing to set up a subcommittee to help with the process. Mayor Bieri agreed and said that she would be willing. Council President Dale suggested that Councilwoman Lichtenberg should serve on the subcommittee because she has been there historically and she would be an asset to the subcommittee. Councilwoman Lichtenberg said that she would be willing to serve on the subcommittee.</p> <p>Council President Dale made the nomination of Mayor Bieri and Councilwoman Lichtenberg to serve on the subcommittee. Councilman Wagner nominated Councilman Signorino. Mayor Bieri made a motion to close the nomination. Councilwoman Erik</p>
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	<p>moved the nomination and Council President Dale seconded. Mayor Bieri asked for a roll call vote.</p> <p>Mayor Bieri</p> <hr/> <p>Moved: Erik Seconded: Dale Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg Voted Nay: None. Abstain: None Motion carried.</p> <hr/> <p>Councilwoman Lichtenberg</p> <hr/> <p>Moved: Erik Seconded: Dale Voted Aye: Erik, Hensley, Dale, Lichtenberg Voted Nay: Wagner, Signorino Abstain: None Motion carried.</p> <hr/> <p>Councilman Signorino</p> <hr/> <p>Moved: Erik Seconded: Dale Voted Aye: Hensley, Wagner, Signorino Voted Nay: Erik, Dale, Lichtenberg Abstain: None Motion defeated.</p> <hr/>
2.	<p>Discussion: Commuter Rail System</p> <p>Township Administrator/Clerk Battaglia said that this idea has emanated from Councilman Signorino and it was brought up at the prior meeting. He had asked for the clerk's office to do some research in the hopes of establishing a subcommittee. Judy Kehr from the clerk's office communicated with Councilman Signorino and has accumulated some of those records and has put together a synopsis. Township Administrator/Clerk Battaglia said that we are looking for direction from the governing body on how to proceed. Council President Dale asked if it would be appropriate to appoint a council member to join in the coalition instead of establishing a subcommittee. Councilman Signorino said that it was his intent was to get the information, have a subcommittee, and volunteer. He said that he would be open to having someone join the coalition. Councilman Hensley said that you can certainly do that without forming a subcommittee and any of the council members would be willing and able to make phone calls to reach out. He said that it's an amazing opportunity and it has been clearly noted that when you have a commuter rail, home values go up and people move in to the area. Mayor Bieri said that it's an important topic but it's premature to have a subcommittee. She said that having representation on the coalition is important to let them know that we are interested. Councilman Signorino said that everyone can reach out to elected officials and have those discussions with them. He said that it would be stronger, more formal, and show serious intent by the Township if we formed a subcommittee and had consensus by the governing body as a whole. Councilwoman Lichtenberg said that a formal letter should be sent out to show our interest and our desire to be included. Mayor Bieri said that a letter or resolution is the typical procedure and then requesting to have a member on the coalition.</p>

Agenda No. XI

Action Items

~ Ordinance 2016 - 005 ~

ORDINANCE PROVIDING FOR THE IMPROVEMENT OF MUNICIPALLY-OWNED PARKS AND RECREATION FACILITIES IN AND BY THE TOWNSHIP OF WEST MILFORD, IN THE COUNTY OF PASSAIC, NEW JERSEY AND APPROPRIATING \$41,542.18 THEREFOR CONSTITUTING PROCEEDS OF OBLIGATIONS OF THE TOWNSHIP HERETOFORE ISSUED

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF WEST MILFORD, IN THE COUNTY OF PASSAIC, NEW JERSEY, AS FOLLOWS:

Section 1 The improvement described in Section 2 of this ordinance is hereby authorized to be made or acquired by The Township of West Milford, in the County of Passaic, New

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Jersey, as a general improvement, and there is hereby appropriated therefor the sum of \$41,542.18, said sum constituting proceeds of obligations of the Township heretofore issued and not necessary for financing the purposes for which issued and now available for financing the said improvement or purpose.

Section 2 The improvement or purpose for the financing of which the appropriation is made as provided in Section 1 of this ordinance is the improvement of municipally-owned parks and recreation facilities in and in and by the Township, including all structures, site work, accessories, appurtenances, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved.

Section 3 It is the opinion of the Township Council of the Township, as the governing body thereof, that it is in the best interest of the Township that \$41,542.18 constituting proceeds of obligations of the Township heretofore issued under Ordinance No. 2000-9 of the Township, shall be appropriated to and used to finance costs of the improvement or purpose above-described in Section 2 of this ordinance.

Section 4 The capital budget or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection.

Section 5 This ordinance shall take effect after final passage as provided by law.

Introduced: March 2, 2016
Adopted: March 16, 2016
Effective Date: April 5, 2016

Moved: Erik Seconded: Signorino
Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg
Voted Nay: None.
Motion carried.

Mayor Bieri made a motion to move all resolutions as one.

Discussion on Resolution 2016-101 - Councilwoman Lichtenberg said she would like to address a couple of things on the revised resolution. She said that the revision doesn't have number 2 or number 3 and the price is lower than it was on the previous resolution. Township Administrator/Clerk Battaglia noted that it does have number 2 and 3 and the CFO has certified that there is availability of funds. She explained that the issue with the cost was that when the health officer initially drafted the resolution, he used the amount that has been appropriated rather than the actual amount. It was revised to make sure that it would not exceed the actual cost.

Moved: Erik Seconded: Dale
Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg
Voted Nay: None.
Motion carried.

~ Resolution 2016 - 097 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE CDBG APPLICATION BEING SUBMITTED TO THE COUNTY OF PASSAIC COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) FOR WEST MILFORD RECREATION CENTER IN THE TOWNSHIP OF WEST MILFORD

WHEREAS, at a meeting held March 2, 2016, the Mayor and Township Council of the Township of West Milford adopted the following resolution:

Project:

Barrier Free Entry	Total Project Funding:	\$6,000.00
West Milford Recreation Center	County Funds Requested:	\$6,000.00
66 Cahill Cross Road, West Milford, NJ		

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Block 5301 Lot 11.02

WHEREAS, the Township Council authorizes an application to the Passaic County Community Development Block Grant (CDBG) Program for ADA Upgrades and Improvements described in the proposal; and

WHEREAS, if awarded CDBG funds, the Township of West Milford shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Council of the Township of West Milford, that it hereby authorizes the submission of an application for grant funding from the Passaic County CDBG for ADA Upgrades and Improvements of West Milford Recreation Center with the full support of the Governing Body in the Application and the Project.

This Resolution shall take effect immediately.

Adopted: March 2, 2016

~ Resolution 2016 - 098 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY REGARDING MUNICIPAL COUNCIL FAIR HOUSING

WHEREAS, the Township of West Milford supports Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New Jersey Law Against Discrimination. It is the policy of Township of West Milford to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex (including pregnancy), national origin, nationality, familial status, marital or domestic partnership status, affectional or sexual orientation, atypical hereditary cellular or blood trait, genetic information, liability for military service, mental or physical disability, perceived disability, AIDS/HIV status and Lawful Income or Source of Lawful Rent Payment (Section 8). The Township of West Milford further objects to discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability as prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New Jersey Law Against Discrimination. Therefore, the Township Council of the Township of West Milford do hereby approve the following:

BE IT RESOLVED, that within available resources, the Township of West Milford will assist all persons who feel they have been discriminated against under one of the aforementioned categories, to seek equity under federal and state laws by filing a complaint with the New Jersey Division on Civil Rights and the U.S. Department of Housing and Urban Development, as appropriate; and

BE IT FURTHER RESOLVED, that the Township of West Milford shall publicize this resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the New Jersey Law Against Discrimination, and any local laws or ordinances; and

NOW THEREFORE BE IT RESOLVED, that the municipality will at a minimum include, but not be limited to: (1) the printing and publicizing of this resolution, a fair housing public notice and other applicable fair housing information through local media, community contacts and placement on the Municipal website and in other social media; (2) distribution of posters, flyers, and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

Adopted: March 2, 2016

~ Resolution 2016 - 099 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE FILING OF THE APPLICATION OF 2016 SAMHSA DRUG FREE COMMUNITIES SUPPORT PROGRAM GRANT RFA-16-001 IN THE CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER 93.276

WHEREAS, The United States Substance Abuse and Mental Health Services Administration (SAMHSA) has grant funding available for its Drug Free Communities Support Program; and

WHEREAS, this grant program is more specifically identified as Substance Abuse and Mental Health Services Administration's Drug Free Communities Support Program Grant RFA-16-001 in the Catalog of Federal Domestic Assistance (CFDA) Number 93.276; and

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WHEREAS, this grant will provide up to \$125,000 per year for five (5) years or programs that will reduce substance abuse and establish coalitions between public and non-profit entities, as well as federal, state, county and municipal governments; and

WHEREAS, there is also an in-kind, dollar-for-dollar match required for the 2016 SAMHSA Drug Free Communities Support Program; and

WHEREAS, the Mayor and Council of the Township of West Milford endorse and support this 2016 SAMHSA Drug Free Communities Support Program Grant Application and desire to file an application which is due March 18, 2016, because of its benefits for our residents and it is in the best interests of the Township of West Milford; and

WHEREAS, The Township of West Milford desires to enter into a Memorandum of Understanding with Prevention Links, Inc. of Roselle, New Jersey, to provide some of the services required as part of the Drug Free Communities Support Program; and

WHEREAS, an application for such funds may not be filed nor funds spent in a municipality without authorization by the Governing Body:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of West Milford, Passaic County that:

1. The Mayor and Council of the Township of West Milford hereby endorse and authorize the filing of the 2016 SAMHSA Drug Free Communities Support Program Grant RFA-16-001 in the Catalog of Federal Domestic Assistance (CFDA) Number 93.276
2. The Mayor and Council of the Township of West Milford agree to provide the in-kind match required by SAMHSA.
3. The Mayor and Council of the Township of West Milford agree to enter into a Memorandum of Understanding with Prevention Links, Inc. to provide some of the services required as part of the Drug Free Communities Support Program Grant
4. Upon receipt of the grant agreement from SAMHSA, the signature of the Mayor, Township Administrator and/or any other municipal official, or their successors in said titles, which is required on the grant agreement and any other documents necessary in connection therewith, is hereby authorized.
5. This Resolution shall take effect immediately.

Adopted: March 2, 2016

~ Resolution 2016 - 100 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH PROFESSIONAL INSURANCE ASSOCIATES, INC. TO SERVE AS RISK MANAGEMENT CONSULTANT FOR THE TOWNSHIP

WHEREAS, the Township of West Milford is a member of the Morris Joint Insurance Fund (MJIF); and

WHEREAS, the Township of West Milford did generate a Request for Proposals for Risk Manager to represent and oversee the Townships participation in the MJIF; and

WHEREAS, the West Milford Insurance Committee did review the proposals submitted and subsequently recommended that Professional Insurance Associates, Inc. be appointed as Risk Manager for the 2016 calendar year; and

WHEREAS, Professional Insurance Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the Professional Insurance Associates, Inc. from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

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1. The Township Mayor and Township Clerk are authorized to execute an agreement with Professional Insurance Associates, Inc., with offices located in Carlstadt, NJ to serve as the Township's Risk Management Consultant for the 2016 calendar year.
2. Compensation for the provision of these services shall be at 5% of the Municipality's annual assessment as promulgated by the Morris County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
3. Compensation shall be made to the Professional Insurance Associates, Inc. through the Morris Joint Insurance Fund pursuant to their customary payment schedule, as is standard practice in the industry.
4. The Township Commissioners to the Morris Joint Insurance Fund shall keep themselves apprised of these payments by virtue of the regular payment of bills which are authorized and approved at the regular meetings of the MJIF.
5. This resolution shall take effect immediately.

Adopted: March 2, 2016

~Resolution 2016-101~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE PURCHASE OF TWO (2) 2016 FORD EXPLORER SUV THROUGH THE MORRIS COUNTY CO-OP CONTRACT #15A; ITEM #5 FROM BEYER FORD

WHEREAS, the Township of West Milford is a member of the Morris County Cooperative Pricing Council (State Identifier Number 6MOCCP); and

WHEREAS, the Township wishes to purchase two (2) 2016 Ford Explorer SUV at \$25,447.00 each; and

WHEREAS, the Township Senior Mechanic has provided a recommendation to award this contract through the Morris County Co-op #15A, Item #5 to Beyer Ford; and

WHEREAS, the Township Health Officer accepts the recommendation of the Township Senior Mechanic; and

WHEREAS, the total amount of the contract shall not exceed \$50,894.00; and

WHEREAS, the Chief Financial Officer has certified as to the availability of funds for this purchase, said funds to be encumbered from account 04-215-55-825-007 for same.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

1. The Township Council hereby authorizes the Township Senior Mechanic to generate a requisition for the purchase of two (2) 2016 Ford Explorer SUV, in the amount not to exceed \$50,894.00, through Morris County Co-op #15A, Item #5 from Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ 07960.

Adopted: March 2, 2016

~ Resolution 2016 – 102 ~

RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING REFUND OF RECREATION FEES

BE IT RESOLVED that the following recreational fees upon the report of the Director of Community Services and Recreation be refunded:

Lacrosse		
Sebastian	\$105.00	Lindsay Maurer 31 Charissa Court Hewitt, NJ 07421
Brix Blast 2/15/16		
Chris	\$40.00	Karen Rosner 17 Carriage Lane West Milford, NJ 07480
Brix Blast 2/15/16		
Sebastian	\$40.00	Diana Patino 30 Olde Hickory Road West Milford, NJ 07480

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PAL Indoor Soccer		
Lukas	\$70.00	Gail Graf 7 Garfield Road West Milford, NJ 07480
PAL Indoor Soccer		
Aidan	\$95.00	Christine Lucas 35 Cumberland Road West Milford, NJ 07480
Day Camp 2015		
Kaden and Cole	\$250.00	Jaycen Stillman 9 Olcott Road Hewitt, NJ 07421

Adopted: March 2, 2016

Agenda No. XI

Approval of Expenditures

~ Resolution No. 2016 - 103~

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:

Acct #	Account Name	Amount
1	Current Account	\$456,975.73
3	Reserve Account	194,292.58
2	Grants	2,069.90
6	Refunds	435.00
1	General Ledger	0.00
26	Refuse	47,842.94
4	Capital	518,165.68
19	Animal Control	1,441.00
19	Heritage Trust	0.00
19	Open Space Trust	0.00
19	Trust	4,197.15
19	COAH	0.00
16	Development Escrow	0.00
19	Tax Sale Trust	0.00
21	Assessment Trust	0.00
	Special Reserve	0.00
Total		\$1,225,419.98
	Less Refund Resolution	-435.00
	Actual Bill List	\$1,224,984.98
	Other Payments.	
	P/R	508,272.52
	West Milford Postmaster	14,000.00
	Total Expenditures	\$1,747,257.50

Adopted: March 2, 2016

Moved: Erik Seconded: Signorino
 Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg
 Voted Nay: None.
 Motion carried.

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Agenda No. XIII

Reports of Mayor, Administrator, Council Members, Attorney and Clerk

Councilman Signorino said he has a lot of questions regarding the Mc Donald's in town and what the next step is. He wanted to clarify that McDonalds had gone in front of the zoning board for final approvals for renovation and in January, they asked for an extension until to 2017. The hope is by the time TJ Maxx is completed and Shoprite is underway, McDonald's will begin. He said that the plan is to update the building to a modern facility. Councilman Signorino noted while driving through town this morning, there was a ceremony at the West Milford Post Office. He said that he learned that the West Milford Post Office is the only post office in the northern district in New Jersey that has actually achieved the VPP award. This award is OSHAs Voluntary Protection Program which promotes effective worksite based safety and health. This is their second time achieving this award, the first time being in 2007. He would also like to report about the Museum. He would like to see people come out and visit so if you know anyone who has any kind of historic items or has stories to share, you can direct them to the Museum. The Museum is open 1-4pm on Saturday. There is also a heritage committee meeting on the second Tuesday of every month.

Councilwoman Lichtenberg said that she has a number of things to report regarding different committees. She noted that the St. Joseph's medical center and West Milford health department have an upcoming free safety prevention program on March 10th. Every Tuesday there is a lunch for \$3 at Camp Hope for seniors. She said that many people attend and everyone gets together to plays cards and other games. There is a spring celebration coming up this month on March 19th at Hillcrest. The Lakes Committee with Sustainable West Milford have a presentation on Finding Peace with the Canadian Geese on March 21st. Councilwoman Lichtenberg explained that Relay for Life is June 12th this year. She noted that the council challenged the Board of Ed with a softball game last year and would like to know if the council would like to participate this year as well. The council gave consensus. Township Administrator/Clerk Battaglia said that she recommends talking to Tim Roetman from CS&R because he might know some new games we can play.

Councilwoman Erik said that she attended the Young Frankenstein play and it was excellent. She said that drugs are all over and the civics club in conjunction with the health department and CASA are going to be putting on a show that was sent by the DEA and the FBI. She said that it is highly recommended and we are trying to get this program played in the schools as well. She noted that this problem affects every single family there is no age group that is immune to the problem. During the last TV Commission meeting, there were members that wanted to produce an independent film. The commission advised the members that the town has an ordinance for filming on public property. In addition, she would like to call an ALF committee meeting and begin having the meetings now even though the event is in October. There was a lot of discussion about it because last year the town was left holding over \$15,000 in debt from it and the celebration was supposed to be self-sustaining. Councilwoman Erik expressed concern about remarks that were made on the dais and observations about previous appointments to committees. A discussion ensued by the council. Mayor Bieri explained that appointments are made to committees and sometimes people cannot attend the meetings or there is a clash in personalities. She said that she feels if the council has the power to appoint, they should have the ability to remove. In the past the council has been told that you can only remove based on attendance but Township Attorney Semrau will look into it. Mayor Bieri said that she believes that there are circumstances beyond absences that would warrant removal and if the council doesn't want to use it they don't have to but it would be a method of resolving issues. Council President Dale said that there should be a set of standard policies in place for committees and commissions. The policies should consist of outlining appointments, removal and when people should serve or not serve. Mayor Bieri agreed and said that there needs to be a set of policies in motion so it is not discretionary and there are rules in place and that is how you make your decision. Councilman Hensley and Council President Dale agreed. Mayor Bieri asked for council consensus to schedule this for discussion item at the next workshop meeting or for the administration to generate with the assistance of the attorneys office for some sort of guidelines. Consensus.

Councilman Hensley said that members of JORBA attended the EDC meeting last night to explain the commission activities at Jungle Habitat and what they do. He said that they also gave the commission some insight into the tourist aspect of the mountain bike trails.

Councilman Wagner announced that the spring celebration by the West Milford CS&R is approaching. The recreation advisory committee is meeting March 17th at 7:30pm. He noted that at the February 8th meeting, they formed a subcommittee to evaluate all of the fields this week including the BOE fields. The next fireworks committee meeting is March 21st. He added that he agrees that we should have policies in place in regard to the committees and commissions.

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Council President Dale said the next CASA meeting is on March 14th. The CASA committee held a special meeting and Prevention Links attended and gave their final proposal. We are in the final stages of applying for the grant for \$125,000 annually for a total of 5 years. The grant is to fund support for West Milford drug prevention in the community. She said that the grant will create a lot of opportunity for the community for substance abuse prevention and she is very proud of the committee's progress. Fire Company #2 in Newfoundland is having a fish fry on Saturday March 5th. She wanted to thank CS&R for attending the budget meeting on Saturday and there has been a successful start to the indoor soccer program.

Mayor Bieri said to set your DVR for April 2nd at 11:30, Optimum channel 22 for the fire house kitchen show featuring Company #5 from Upper Greenwood Lake. She announced that on Monday, she officiated her 200th wedding as Mayor. Mayor Bieri also met with boy scouts for one of their merit badges. She said that they spoke with her for an hour and a half with questions about her past and what she does currently. She noted that she asked them at the end if they had any comments or input and they said that there are a lot of weeds at the pump track and for the council to consider an ordinance that would effectuate a no smoking zone at entrances and exits of public facilities. She said that she told them she would bring it to the council for consideration. Mayor Bieri asked if there is council consensus to have the attorney research this and consider it for the council. Mayor Bieri said that for the last 8 years, she has gone by the title of Mayor. This year it has elevated to Madam Mayor and she is not comfortable with the title. She would like to respectfully ask that everyone except the administrator to please call her just Mayor.

Township Administrator/Clerk asked the council to submit availability for the budget meetings. She said that they are requesting to have budget meetings on every Wednesdays for the month of March starting at 5:30pm. Consensus by the council.

Agenda No. V

Presentations

Mayor Bieri said that she had the opportunity and the honor to attend the Eagle Scout ceremony on Saturday. She said that West Milford now has two more eagle scouts due to their dedication to not only scouting but to being good human beings, being respectful and learning good values. Mayor Bieri invited the scouts to the podium.

Eagle Scouts

Samuel E. Bednarski – Sam Bednarski spoke at the podium. He said that he started scouts in 5th grade and he has been involved for over 8 years. His Eagle Scout project was at United Methodist Church in Newfoundland and he refurbished their outside chapel that had been destroyed by Hurricane Sandy. Currently, he attends school at Rose-Hulman Institute of Technology in Indiana and is studying Mechanical Engineering. Mr. Bednarski noted that he is really happy to grow up in a town where scouting is such a big deal. He said that it teaches you a lot more than just scouting skills like camping and woodwork, it also teaches you how to be a good citizen, leadership skills, and communication skills. He said that he is glad that is a part of his life.

Ian G. Poelzing – Ian Poelzing spoke at the podium. He said that he joined boy scouts in 5th grade as well and he was a Cub Scout. For his Eagle Project, he worked at St Joseph's Church where he tore down an old railroad tie retaining wall which had been eaten away by ants. After redoing the wall out of brick, he also redid a garden that had been overused and needed fresh dirt. He is currently attending college at the County College of Morris for Mechanical Engineering.

Mayor Bieri said that it takes a community to make great things happen. She said that West Milford has many scouts that make it to an Eagle Scout and they contribute to the community. She congratulated the scouts and said that they will do well in everything that they do.

Agenda No. VIII

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 that she is going to follow up with some of the items that Councilwoman Erik said. She said that everyone is aware of the upswing in drug use and deaths in this town and other areas of North Jersey. Ms. Aaronson said that we must be more proactive than reactive than we have in the past. She said that there is a new program that was just released from the

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DEA and FBI and she would like to see it aired here at Town Hall. Councilwoman Erik and Councilwoman Lichtenberg can provide more information about it and we need to educate and protect the citizens. Ms. Aaronson said that although drug abuse is an important matter in the town, it is sad that only two of the council members attend Excellent Drug Education meetings. She said that about 100 officials from other towns attend. She said that she would like to see the council be more proactive in carrying out drug abuse programs in the future and would like the council to appoint a committee to deal with getting programs underway.

Bob Nicholson, 20 Hyde Road, Stockholm said that he agrees that liaisons should be liaisons and should go to the meetings and report back to the council. However at the last meeting, Councilman Wagner made a comment that he negotiated some port-a-johns for in kind services. He said that he finds that strange and he thinks that it is a conflict. Mr. Nicholson said that he is on the Fireworks committee and he observed a budget for entertainment that was never discussed and he would like to see how that came about.

There being no more comments from the public, Councilwoman Erik moved to close the public portion of the meeting.

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

Agenda No. IX

Council Comments

Township Administrator/Clerk Battaglia said that she would like to address the comment about the use of the word negotiations by Councilman Wagner. She explained that there is a new council member on the dais and it was a misuse of words and not a negotiation. Ms. Battaglia said that she looked into the entire process by which Councilman Wagner sought to have a company donate to the fireworks. She noted that while he was speaking about the donation to the owner of the company in question, he asked if they would be interested in submitting a proposal which was submitted in proper form to our Director of Community Services & Recreation. Township Administrator/Clerk Battaglia said that while he may have used the word negotiation, everything found indicated that there was no negotiation.

Mayor Bieri - said that she would like to comment about the council representation with regard to the drug issues. She said that it has been made clear that the council members are all being very proactive. There have been a lot of changes and the CASA committee has heightened what they are doing. She clarified that Councilwoman Lichtenberg and Councilwoman Erik have not only attended all of those meetings but are the liaisons so more council members can't be added to the committee. Mayor Bieri said that she would feel uncomfortable sending any more than 2 council members to a specific function based on what the attorney has advised. She noted that if people are going to these meetings and finding valuable resources or seminars, they should bring that back to the CASA committee or the administration and then the council can get involved and make it happen. Township Administrator/Clerk Battaglia said that as well as the council members who are attending these meetings, there are other staff members attending as well. She explained that there is a significant representation from staff and they report back to the council. She would like to refer this back to Council President Dale who has worked very hard on the CASA committee. Mayor Bieri said that her point was not only to bring up the quorum issue but also say that the fact that we are present at these events doesn't insinuate that we are not as interested. She said that everyone here is equally interested in combating the drug issue in our town. She explained that the entire council can't go to the meetings because it would be inappropriate legally. She said that she welcomes input from anybody who attends these meetings whether they are from the CASA committee or our liaison.

Council President Dale noted that she is the liaison on the CASA committee. She said that Councilwoman Lichtenberg serves as the health board advisory member. She explained that the CASA committee has made significant strides on obtaining resources, pulling together current resources and are working on getting a website. She said that the police department has been proactive in placing community posts and hopes that the public notices that the CASA committee and the council have all been working very hard. In addition, we obtained another funding source to utilize a full time person to focus on prevention of substance abuse within the community.

Councilwoman Lichtenberg said that she would like to mention that whether it's a drug situation, alcohol situation, Alzheimer's, or anything you have questions about, there are many places that can help. The

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Highlands Family Success Center is a good resource center for anybody with questions and they will direct you. She said that it is a State of New Jersey Children and Families Center and you can get help there as well.

Township Administrator/ Clerk Battaglia said that she will address the last question that was raised about the funding source for the fireworks committee. She said that those funds originated from leftover balances from prior years and the balance in that account provided the seed money for this year's fireworks display. Thanks to the efforts of the subcommittee, there was a multitude of donations added and those donations have rolled in increasing the funding in that account. She said that she believes it is the intent of the subcommittee to achieve a level in that account to provide seed money for 2017 so that they can continue that practice.

Councilman Wagner said that in response to the Mr. Nicholson, the entertainment line item was in the budget from Tim Roetman. He asked Mr. Roetman about the same item and he explained that it is for music, bouncy houses, and other entertainment. If there are any questions about it, he would be the one to contact. Councilman Wagner said as far as the word negotiate, he watched the tape and said that he didn't hear it. He said that either way, the vendor did submit a proposal directly to Mr. Roetman and he decided to go with the vendor. He said it was a significant cost savings from the projected expenses for port-a-john's and the cost went from \$1,500 to \$740 dollars.

Agenda No. XIV

Appointments and Resignations

None.

Agenda No. X

Executive Session

~ Resolution No. 2016 – 096 ~

MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Council of the Township of West Milford on the 2nd day of March 2016 that:

1. Prior to the conclusion of this **Workshop Meeting**, the Governing Body shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-12, sub-section (s):
 - () b. (1) Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
 - () b. (2) A matter in which the release of information would impair a right to receive funds from the Government of the United States.
 - () b. (3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
 - (X) b. (4) A collective bargaining agreement including negotiations.
 - Teamsters 560, AFSCME 2275 and AFSCME 3301
 - () b. (5) Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
 - () b. (6) Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
 - (X) b. (7) Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
 - Contracts – Hillcrest Lease
 - () b. (8) Personnel matters.
 - () b. (9) Deliberations after a public hearing that may result in penalties.
2. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

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Adopted: March 2, 2016

Moved: Erik Seconded: Dale
Voted Aye: Erik, Hensley, Wagner, Dale, Signorino, Lichtenberg
Voted Nay: None.
Motion carried.

The Governing Body went into executive session at 8:13 pm.
The Governing Body returned to the public meeting at 9:25 pm with all members present as before.

Agenda No. XV

Adjournment

There being no further business to come before the Council, the Township Council adjourned the meeting at 9:25 p.m.

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

Approved: May 18, 2016

Respectfully submitted:

Nichole Hanrahan Clerk Typist

MAYOR BETTINA BIERI, PRESIDING OFFICER

ANTOINETTE BATTAGLIA, TOWNSHIP CLERK