
TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY

Minutes of: Township Council Special Meeting
Date of Meeting: March 23, 2016
Time of Meeting: 5:30 P.M.
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Mayor Bettina Bieri called the Special Meeting of the West Milford Township Council to order.

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 special meeting was advertised in the Herald News in its issue of March 23, 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

Please also make note of all fire and emergency exits - located to the left, right, front 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.

Agenda No. I

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/Township Clerk Antoinette Battaglia,

Agenda No. II

Purpose

Review of the proposed 2016 Municipal Budget.

Agenda No. III

Review of 2016 Municipal Budget

Budget Consultant Bob Casey addressed the council. He said that as indicated, we will start with Community Services and Recreation and then on to Finance and Administration. He stated that if we have time, we will have further discussion on the capital or go into other areas of the budget that need definitive answers from the governing body.

Community Services and Recreation

Mr. Casey said that the recreation budget is one of the few departments that has a change in it relating to both the issue of the facilities as well as the reorganization. Mr. Casey said that Mr. Roetman will be spending a little bit of time talking about that and his analysis on what needs to be done relative to the department and then facilities.

Mr. Roetman addressed the council about the Community Services and Recreation budget. The first item is the personnel changes that are going into effect. He said that he is asking for an increase of one half of one person in this year's municipal budget as well as some salary increases tied to the building monitor positions in the Recreation Center. Mr. Roetman said that he will explain the Recreation Center item. He said that last year we had budgeted for 6 months' worth of recreation center staff salaries knowing that we were going to take the building over mid-way through the year. He explained that this year, the building is under our control for the full year and that's why there is an increase in that budget line item. He noted that the cost of the salaries has not gone up, the hourly rate has stayed the same, and it's just the adjustment to 12 months instead of 6 months. Mr. Roetman stated that the second request is a part time recreation aide. He explained that the department has talked about having someone as a marketing/advertising/communications person. He said that this person will assist like a secretary but is also a specialist in that field. He indicated that the department would also like to make some other changes this year including updating the website and venture into other social media areas. Mr. Roetman said that with the half person increase, the total salary line is \$20,827. He explained that creating this new role should increase participation in the programs and get people more aware of what is going on in the community. He noted that to the goal is to generate more revenue in the municipal budget of 2017. Council President Dale said that one of the things discussed was having a community calendar which was inclusive of all community events housed in one area. She asked if that would be something that

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would be accomplished as well. Mr. Roetman said that they have been making some strides in that area, especially with the seniors. He stated that the department has been working together with the Highland Family Success Center, as well as Bald Eagle Commons to try and put together a senior vitality calendar. He said that it is something that his department can accomplish. Mayor Bieri indicated that we have a lot more programs than people realize and there is not enough participation given what we offer. She noted that with more participation, more fees are collected so there would be an offset to those additional costs. Mr. Roetman agreed.

Mr. Casey said that one of the issues is that Bubbling Spring's salary and wage costs are up dramatically. Mr. Roetman said that day camp enrollment last year climbed by an average of 45 children per week over 2014. He said that he would like to think that it is from the changes in the program and better advertising. Mr. Roetman indicated that he is confident that we can duplicate that success again this year and climb another 30-40 kids per week and can average close to 200 kids per week. He explained when there are more kids, a 10 to 1 ratio of campers to staff needs to be maintained and that creates the increase in personnel costs. Mayor Bieri said that if enrollment doesn't meet your expectations, we wouldn't have the additional costs because we are keeping the same proportionate amount of adults to children. Council President Dale said when we get the total budget we should be able to see the increase in the enrollment and the actual program fees. Mr. Casey said that if you look at the first part of the budget under revenues, you will notice that the revenues in recreation are up and that is because of that issue. Mr. Casey noted that the other dramatic change over the two years had to do with the PAL program. Last year \$44,000 was budgeted as PAL other expenses. He explained that this year it is not in there because most of those PAL expenses have been moved over to the trust fund. He indicated that this was a contingency put in last year because in that transition period, no one was really sure how everything would work out. Mr. Casey said that we were able to establish a trust fund, defeat the programs revenues and offset the program expenses so that \$44,000 is never really expended.

Mr. Casey said that he would clarify the difference between the two previous years. He explained that two areas had sizable appropriations in 2015. These appropriations were due to the evolution of the PAL programs. Mr. Casey said that the same goes to the issue of the program budget which had \$18,000 in it for monitors for the PAL program and they have been moved to Hillcrest. He said that is another example of changes as the program absorbs the adjustment to Hillcrest in terms of the two operations. Mr. Casey said that if you look at the grand total going out in parks and recreation compared to last year, it's a \$25,000 dollar difference between the two years. He noted that it's because of all of the positive changes that are occurring. He said that from a budgetary standpoint, it's hard to follow it because of the way the numbers lay out in the budget. Councilman Hensley said that things are changing and it's good because we have initiated a lot of these changes. He asked if we are keeping a close eye moving forward on revenues and expenses. Mr. Roetman said that from July of last year until this month, we have been tracking what the utility costs have been monthly. In addition, we have also been tracking what kind of programs are going on and what revenues have been coming in. Mr. Roetman explained that by the end of June this year, there will be a complete year's picture of what the utilities and programming will look like. He said that the challenge in this year's budget is the programming going forward from September through this next school year. He noted that it will probably look a little different than what it looked like this year because we still had the PAL running a lot of the activities and we will be a lot more in control of it going forward. He stated that we're really looking to do a lot of different things to boost programming, enrolment in the activities, and to provide more services. Councilman Hensley said that the longer hours for the open gym are something new as well. Mr. Roetman said yes we recently expanded open gym hours. The good news is that there are really no additional costs and it's a good service to the kids. Mr. Roetman said that for the open gym for the next school year, we will work with the Board of Education to supply some bussing from the high school. Council President Dale said that she would like to commend Mr. Roetman. She said that he does a great job of controlling and managing the funds and the recreation department is coming together as a whole really nicely. She said that it has been a breath of fresh air. Mayor Bieri said that the budget has improved, the programs have improved, and enrollment has improved relative to Mr. Roetman's changes. She said that now we look forward to the changes in facilities and everything will be much better having everything consolidated into one location.

Mr. Roetman said that the budget for the parks division has not changed much from last year. He indicated that there are both short term and long term goals and just this past month he issued a new maintenance protocol program for the parks division to follow. He stated that they are going to try and receive athletic fields this year and try and get a better turf system. Mr. Roetman explained that one of the biggest complaints that they have heard from residents was that the fields are in rough shape and there is more that we can do to maintain them. He stated that we put in the budget this year to buy some seed and soil and to do some additional work through the department to establish better turf conditions. He said that one of the things that we might consider in the future if we don't have the time or don't have the resources to effectively manage with the staff that we have, would be to cut our parks requests back and put the funding back over to outsourcing the services with our grass cutting bid. He noted that if we can potentially have landscapers do the cutting, seeding and fertilization at the same time, it might be

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beneficial. He said that it is something to keep in the back of your mind and to understand that if you do hear people say that our fields are lousy, that there is a plan in place. Hopefully over the next 2-3 years you will see a big improvement in conditions. Council President Dale suggested reaching out to the participants in baseball and football to give them a memo and let them know that there is a field improvement plan in place. Councilman Signorino said that every year it has been a complaint for as many years as he can remember. He said that if you can supplement and improve the fields, then it's a win-win. Mayor Bieri asked if we have enough fields to rotate them. She explained that new soil and new seed isn't going to help if you don't allow it time to grow and stabilize before use. Mr. Roetman said that we can in certain fields and others it's going to be a little more difficult. He said that this is included in the plan and has been thought out.

Council President Dale indicated that the mass transit budget line has reduced significantly this year and we were waiting on a grant last year. She said that we have gone from \$6,900 to \$1,800 and she would like to talk about it. Mr. Casey said that the issue is up in the air right now as to the continuation of that program because it is a function of the NJ Transit budget. Township Administrator/Clerk explained that there is a new grant initiative and presentation being scheduled to come before the governing body on April 6th. She said that the current grant that we have is the 5311 and we do not qualify for that grant anymore. There is another grant that we may or may not qualify for called the 5310. She said that it is a very complicated process and we will possibly need to establish another transportation committee to go back into the community and do the grant work that we had to do in 2008. Council President Dale said that her concern is that it was reduced instead of being kept flat. Township Administrator/Clerk said that it is all because changes in the grant cycle and the grants are coming to an end. Mr. Casey said that the line item in the budget is matching grant funding. Councilman Hensley said that he had a question about transportation as well. He said that in the capital budget there was a request for a passenger van. He asked if that was approved this year. Mr. Casey stated that it was not on the final list. Mr. Roetman said that it was in their long term projection. Township Administrator/Clerk said that the department has come up with potential options if we don't qualify for the grant. She explained that it might be a mobile program and we are gathering all of the information for consideration. Mr. Casey indicated that on the budget document, there is a fund listed. He said that we have what is called the grant funds reserved for matching grants. He said that we have \$51,000 sitting there to match that grant, or other grants, should they become available.

Councilwoman Erik asked if the mason dump being requested is for field maintenance. Mr. Roetman said that it is a part of the field maintenance plan and it will help expedite the work. Councilman Wagner said that Mr. Roetman mentioned that we may have to outsource at some point in time for seeding and fertilizer. He asked if he had gotten any pricing for that work or will you be getting pricing in the near future. Mr. Roetman said this year is like the test year and we will see if we can do it ourselves. He explained that we know how much the seed and fertilizer costs and we would really need a cost estimate for how much would it cost the landscaper to add that to the routine and for them to add to their man hours. The council discussed how the seeding process works and the process for rotating the fields. Mayor Bieri said it's an important point that if you are going to be talking to the parents for them to understand that if they want to give us a field for a season, we can improve them one field at a time. If that's not feasible, they are going to have to understand they are not going to be perfect fields. Township Administrator/Clerk Battaglia said that we have never had anyone in this position before who had that level of experience in field maintenance. She said that we have had people with various strengths and weaknesses, but this is clearly a strength of Mr. Roetman brings to the table. Mayor Bieri said that it would make sense to give him this opportunity to see if we can get this accomplished in house or not.

Administration

Township Administrator/ Clerk Battaglia addressed the council about the administrative budget. She said that there are no major changes to either of these budgets this year but there are a couple of corrections to the pages in front of you. Ms. Battaglia explained that it is shown that there were zero expenditure last year but the full amount was expended. With technology equipment, the actual expenditure is \$19,973. Township Administrator/Clerk Battaglia said the governing body might have questions on the 2015 appropriation for technology because last year it was \$24,000 and the request this year is \$10,000. She explained that there was a request for increased funding last year in that account because of the upgrade to the version of Windows 10 for the computer programs in the amount of \$14,000. Councilman Signorino said that it is nice to see that go back down. Ms. Battaglia said that those were the only changes and corrections that she noticed. Township Administrator/Clerk Battaglia said that the salary and wage line goes down because of the combination of the Clerk/Administrator role. The clerk's office salary and wages stay the same and there is the addition of the new clerk in the clerk's office. She explained that there are some increases in the elections budget because this is the presidential year and expenses are generally a little higher. In addition, there have been some changes to some of the statutes and there is an expectation that we will see increased costs. She explained that the county clerk is going to try and see if the freeholders will put those costs into her budget but she was not very optimistic and doesn't have

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a definitive answer for us yet. She indicated that is not discretionary and we have to provide what the statute says so we have increased those line items.

Councilman Hensley said that parents at Paradise Knolls have expressed concern that this school facility is used as a polling site. He asked if there is a way to bolster that security from our department or the sheriff's department. Township Administrator/Clerk Battaglia said that there are a couple of issues there. She said that the first time that she received any complaint on that subject was a week and a half ago from the Business Administrator. She explained that it is very difficult for us to address a complaint that allegedly occurred in November and we are being advised of it now. She stated that we are securing that facility in accordance with all of the requirements and the security guard is at the door, preventing anyone from getting into the main part of the school. Township Administrator/Clerk Battaglia expressed that Paradise Knolls has also requested for the polling site to be changed and it is highly unlikely because we do not have a facility in that district to be changed to. Mayor Bieri said as long as we have the security guard it should be sufficient. Councilman Hensley clarified that he was just asking if it was possible to increase security for that one day. He said explained that it would mean a lot for the residents that are uneasy with it. Councilman Signorino said that he wouldn't take these comments lightly because there is a lot of controversy with the presidential election and you see a lot of violence erupt. Councilman Signorino expressed that he would be open to doubling the security there for this year at least because it is a school. Township Administrator/Clerk Battaglia said that perhaps we could have a class 1 and a class 2 officer because we currently only assign a class 1. Councilman Signorino said he is certainly confident in the job being done but its more for the comfort of the residents, voters and the parents of the children. Township Administrator/Clerk Battaglia said that she will ask the Chief to assign a class 1 officer and a class 2 officer.

Mr. Casey addressed the council about the legal budget under Administration. He explained that the legal budget is up considerably over last year in the amount of \$50,000. He noted that the reason for that is the uncertainty in two major ongoing suits which are the tax appeals suit and Triple T. Mr. Casey explained that there has been other litigation going on but the attorney's office said that we really have to assume that if those two cases go to active trial this year, both of them are going to be rather expensive.

Mr. Casey said the next item is general services. He explained that general services are items that have impact organization wide. He stated that there are two issues here that are significant. Fees for services have gone up dramatically in cost. First, there is \$48,000 for lobbying for change in water usage and payments. He said that if you are not going to do it, you can take it out. In addition, this is where the funds are for remediation. There has been \$31,000 to initiate the DPW analysis routine that is required and \$25,000 that the attorney has requested for a forensic audit for the highlands exemptions and revenues. Mr. Casey explained that there was a question at one point in time from the governing body relative to the highlands impact and the need for expert testimony. He suggested that the governing body take a look at that. Mr. Casey noted that the other items in the general services line are ongoing costs. He said that we also have funds in there for continuing some of the other remediation activities that we have at the various locations. He explained that all of the remediation activity is basically focused on this account as well as attempting to resolve the numerous issues on the DPW side. Mr. Casey expressed that the goal of this year is simply trying to take a previous study, refine it downward, and come up with an action plan that the governing body can agree with. He said that right now it is too broad. Mr. Casey explained that the engineering and insurance budget remains the same. Health insurance is actually down primarily because of better quotes from the HIFF and higher rates of employee contributions. He said that the insurance is on a downward trend for the health side which is major action.

Finance

Mr. Casey addressed the council about the finance budget. He said that the big issue in the finance office was already talked about previously and that's issue is in the assessor's budget. He noted that he would refer to the letter from the assessor outlining the potential and outstanding tax appeals and how old they are.

Mr. Casey explained that these tax appeals are currently in tax court and they take a long time, especially in Passaic County court. He said that these are reaching the point where the judge will make a decision. Mr. Casey explained about the process of tax appeals. He said tax appeals in the municipality can never really win because they are predicated upon the township's number and the appellant estimate. Most of your tax appeals will split it right down the middle by the judge and rarely do you have a case where they decide all you or all them. Mr. Casey said that the reason that he mentioned this is because the budget has \$1 million in the reserve for tax appeals. He explained that as he mentioned already, \$805,000 of that has been spent and that it leaves us \$195,000 not already committed. He said that \$140,000 of that was in last year's reserves and put into surplus and he is recommending be reappropriated into the reserve account and then putting it into surplus. Due to bond issues, the auditor wanted to show that in fact you had a strong cash position. He said of that \$1 million, you are really talking \$195,000 which is an area for council's discussion or decision. Mr. Casey said that the reason he is bringing it up is because when you

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look at the budget, the number jumps off the page at you. He stated that the question is what happens if we lose one major tax appeal. He explained that there are other options. That option is paying this year and borrowing again future years and you can use an emergency appropriation to borrow money from the next five years budgets. He indicated that you want to avoid those if you can because you are just moving the problem down the road. Mr. Casey said that what he has put in the budget you could argue is inadequate but it's the minimum that he could do at this point in time given the overall budget situation. He said that's the biggest issue in the finance department and everything else in the finance office is at the same current operation with no change.

Mr. Casey discussed the overall changes to the budget. He explained that the only real change in the administrator's office is the retirement of the payroll clerk and the replacement of the other payroll clerk. He said that this year is higher because you have two employees but next year it will drop down because you have the differential in pay. Otherwise, in the tax collector's budget the collection ratio is excellent. He noted that there is a detailed memo outlining the main problem with personnel. He said that the main problem with personnel is the same that we have in the recreation office. There is an employee who serves as the primary response for the first aid squad on Mondays and recreation has an employee that has a primary response on Fridays. He said that it is not uncommon for these people to be constantly on response those days. Mr. Casey indicated as a community organization, it is hard to say that they cannot do that because they are volunteering their time and it's hard for the governing body to say that we won't support that. He explained that lack of Monday coverage is one of the primary reasons why there is a floater in office and it's outlined in the memo in depth as to how many calls that person actually does. Mr. Casey noted that there have not been any financial changes in those accounts. Councilman Hensley asked how this puts us in position for the next year moving forward. Mr. Casey said that assuming that we could settle everything from 2012 backward, you are looking at about a \$500,000 next year. He said that by that point in time we may be able to resolve those or have a better handle on it. He stated that the re-evaluation is still up in the air from 2012 and you are looking through this for the next 3 or 4 years before you come out of it. He explained that what normally happens when you get an appeal is within a year or two you settle. Very often, the assessor can mitigate that over the next 2 or 3 years by reducing future years. He said that the problem is when you have them this old, and they are businesses, it may be that the corporate structure has changed. Mr. Casey indicated that those are the big changes, or lack of big changes, within the finance office.

Mr. Casey said that he would like to talk about the budget in general or try and resolve the issue of the capital program. He explained that he has a lot of the answers to the questions that came up at the last meeting. He indicated that his target is to reach an agreement by next Wednesday so the budget can be introduced the first week in April. If the budget can be introduced the first week in April, he suggests to at least resolving the capital portion so we can amend the temporary budget and move the capital item in there. Then you can introduce a bond issue early in April and the money would be available by June. The council agreed. Council President Dale said that she would like updated electronic files with all of the changes and the potential ins and outs that we spoke about throughout the process.

Mr. Casey suggested spending the next hour finishing the capital. He stated that he sent a memo out to the fire department about some items. First was the turnout gear. He raised the question if it could be phased over two or three years and they said yes as long as there is a definite commitment. The second question was air packs. Mr. Casey said there is \$50,000 in the budget for air packs and they filed for a grant but will not know until the end of the year. He stated that we are able to phase it over two years and half of the amount and the grant match will be put into the budget. He said that the third issue is the cost to repair the fire truck. The community pumper has a blown pump and its \$50,000 to repair it. Mr. Casey said that the department would be arguing for full replacement of the truck in about 3 years. For the other truck, the plan was to replace the Apshawa Volunteer Fire Company #1 truck which just had the transmission replaced and transfer it over to Community Volunteer Fire Company #2 so they are supplied for a couple of years. Mr. Casey said that Mr. Steines feels that to put \$50,000 for a pump on an old vehicle is not cost effective. Mayor Bieri said that if you can get 4 more years out of the truck that's another \$12,000 a year instead of buying a new one for \$500,000. Mr. Casey said that if you were to authorize a truck in 3 years, it takes a year for you to get it here so you wouldn't get it until next fall anyway. Councilman Signorino said that he agrees if we can save money to keep the old one and it costs us much less. Councilman Hensley agreed and said especially if there is a plan to shuffle it down and use it somewhere else. Mr. Casey said that the council is basically saying that we recognize that two vehicles need to be replaced, but rather than doing it in 2016-2017 we will do it in 2018-2020. Councilwoman Erik asked if there is an update on what else is wrong with the truck that has the blown pump. Mr. Casey said that there was no other information given to him if there are the other repairs needed, it was not indicated. Councilwoman Erik said that before doing the repairs, she would want to know how that truck is mechanically.

Mr. Casey said that originally in the budget, we had \$10,000 for equipment replacement per company. The total for the turnout gear is \$360,000, but now he can put it in over three year in the amount of \$120,000 per year. In addition, the council seems in favor of moving the pumpers to next year. Mayor Bieri said that it sounds like the council is in favor of doing the repairs and keep it going for a few more years. Councilwoman Erik said that she would like to know how that truck is mechanically before agreeing

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to the repairs. She explained that if you put \$50,000 and then blow the transmission, then you have a money pit that you just keep dumping money into. Councilman Signorino said that he agrees about finding out about the condition of the vehicle. Mr. Casey stated that for financial planning tonight, we will assume that it is in good shape and we will confirm that this week with Mr. Steines going forward.

Council President Dale asked if we can set aside funding in the budget to start funding for future needs. She said when it comes to 2018 and 2019, we will have funded already for additional expenses. Mayor Bieri said for example, funding a third of a truck this year, next year, and then the final year. Mr. Casey said that it is an option. He stated that you can put more into the capital improvement fund and say that this amount is assigned for a purpose. Council President Dale said that to have these half million and million dollar expenses on an annual basis and knowing they are coming, we should start reserving funds and plan ahead. Councilman Wagner noted that it also shows good faith that we are going to do what we said we are going to do. Council President Dale explained that it's like a savings account essentially and it's less on the budget. Mr. Casey said the ideal situation, since we have that many trucks, we would be replacing a truck every other year. Mayor Bieri said that if that is the case, we would have to budget half of a truck every year and then you are covering them all. Mayor Bieri said that you can't bind future councils for this but we can set a policy and hope that the future councils would follow it. Councilman Hensley said that he is in favor of instituting the policy because future councils will benefit. Mr. Casey said that there will be a decision on what to fund this year and then we are going to have a decision to set aside an additional amount within the capital improvement fund. He explained that we are going to segregate it that way so you will have the opportunity to vote on it either way. The Township Administrator said there is an analysis on the cloud and it does have a replacement schedule for the fire trucks.

Mr. Casey noted that the remaining items are within the fire and first aid departments. There seems to be a lot of agreement for the power stretchers for Upper Greenwood Lake. As far as the air pack, it will be dropped from \$50,000 to \$25,000 and spread over 2 years. He said that the changes we just made, total \$560,000.

Mr. Casey addressed the council about public works. He said that he raised a series of questions with public works and we will discuss what was addressed. He said as far as the retrofit, it is \$8,000 to \$10,000 per truck and truck number 20 and 22 remain to be retrofitted. He explained that Mr. Bakker is now saying that we will get state funding for the retrofit and that removes it from our consideration as a budget item. Mr. Casey said years ago, the state put in place a retrofit program but it was thought that the program had already expired, but it did not. However, if these two trucks had the equipment installed and the vehicles were made to be workable, new hydraulic dump bodies and pistons are needed because the existing dump bodies and pistons are rotted out. Mr. Casey said to fix the trucks, its \$80,000 per truck. He explained that 40% percent of the value of the truck is in the dump and if the dump is rusted out, than the frame is most likely rotted out as well. Mr. Casey indicated that he does not think it is a good investment. As far as the vibratory rollers, the department currently has three and they were looking for an extra one to have one for every crew. Right now, two of them are serviceable and the other one needs a pump repaired and they are looking into the cost of repairing it right now. Mr. Casey said that it's nice to have one for every service facility but they consolidate their work crews for road repair work anyway. Mr. Casey said that from a priority standpoint, it's not critical to have. The third question is the road side mower. He said that they currently have three mowers. A 2016 which was just purchased and is not here yet, a 2004 model which is currently being repaired but it is usable and a 1998 model. The 1998 model has the reach arm which needs replacing in the amount of \$70,000. He stated that they really need the reach arm because that allows them to get into places that are needed. Mr. Casey said that the next item in the public works is storage containers. He explained that they are looking to purchase 3 storage containers for a total of \$14,000. Councilwoman Erik said that the amount is high and it should be around \$1,700 to \$2,300. Council President Dale agreed that the amount seemed high and recommended taking it out and putting the 3 storage containers at \$10,000. The council agreed. Mr. Casey noted that they seemed to really need the air compressor so that was funded. The salt shed replacements we pushed off and it can be filled in similar to the other two sites. Mr. Casey said that he originally recommended four dump trucks, but he did not recommend the loader. The salt shed is in the budget because he thinks there was an agreement reached with the county. The excavator was moved to future years because the trucks are more important at this point in time.

Mr. Casey indicated that we are at about \$700,000 and suggested the budget to be at \$3 million. He said that we still have to come down some more to get to \$3 million. In terms of other funding that we had talked about, the \$80,000 in the budget is for the elevator grant match. He explained that the other item that the council was supportive of is rehabilitating the tennis courts for \$17,500. Mayor Bieri said that if you don't do the tennis courts now, it will be a fortune later. Mr. Casey addressed the council about public buildings. He said that he put \$100,000 in the budget for outfitting the township portion of the library. Township Administrator/Clerk Battaglia said that amount is about what it is going to cost. Mr. Casey said that he was surprised on how much the connection is going to cost noting that the estimate is \$65,000. Ms. Battaglia clarified that includes the connection of the 3 buildings. Mr. Casey said that the septic

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replacement is in the budget because there isn't much we can do to avoid that issue. In addition, town hall piping and asbestos has been an ongoing concern for years but it is going to have to be pushed to next year and that will save \$50,000. He indicated that it may be a 3 or 4 year program. Mayor Bieri said that the committee is looking into the options as to what we should do with the facilities overall and it wouldn't be wise to spend money until we make that determination. Mr. Casey said that there was a lot of support for the body armor. He expressed that is hard not to do because once you get beyond it the life span, they need to be replaced.

Mr. Casey stated the next topic is engineering. He said that the original decision was to put the lower Bubbling Springs dam to next year, keep the \$100,000 in there for road surfacing and keep the \$50,000 in there for the retrofit. He said that he raised the question about the road assessment program at \$350,000. Mr. Casey said that we have money in there from last year and Mr. Miller is looking at doing a larger project. Township Administrator/Clerk Battaglia said that we had a meeting and we are starting the process to expend the funds from last year. She explained that we have identified a road and put letters out to the residents just yesterday. Our estimated timeline would be to go to construction in the spring of 2017 for last year's appropriation. Ms. Battaglia said that she agrees with Mr. Casey about the amount here being on the high side. She said that the governing body can reduce that, even down to \$100,000 based on the balance left over. Mayor Bieri said that if the council recalls, converting those roads eventually will save us a lot of man power, materials and maintenance. Ms. Battaglia said that based on the number one priority which has been identified, and in meeting with the residents, we can come back to the governing body and let you know what the final outcome of that meeting is. She said that we will also have the cost calculated for what the DPW maintenance is on that road. Council President Dale said that you are going to be taking reducing costs to a degree on the maintenance of it then she supports it. Councilman Signorino said that he wouldn't want to reduce the amount all together to nothing and he is certainly willing to work with the number.

Mr. Casey said that the only other item that the council supported is the boat for emergency management. Councilwoman Erik said that she has a problem with this because she thought it was the only boat in the town but she had seen a fire car with a boat on the back. She noted that the boat said West Milford Fire Boat on the side of it. She said that she was not aware that we had another boat. Township Administrator/Clerk Battaglia said that she will find out if we have a boat or not. Mr. Casey said that tentatively, he will put it the boat over to next year's budget. Mr. Casey said that the only other thing on the list is Ridge Road but since you got the grant you are all set. He said that we now talked about the things which seemed to be council priority when we went through the rating system. He said that its open for anyone to discuss anything that you feel we should be doing. Township Administrator/Clerk Battaglia suggested that the \$1 million for road resurfacing be addressed by the council. She explained that Mr. Miller said at the meeting that the prices were so good last year that he has funds left from last year's appropriations. She asked how much we can knock the amount down to get the same number of miles done. Mr. Casey said whatever number it takes to get to the \$3 million target amount. Mayor Bieri asked if we have enough from last year's appropriations to drop it \$300,000. Township Administrator/Clerk Battaglia said that she doesn't think that we have \$300,000 but we have a considerable amount. Councilman Signorino said that we have crunch the numbers and see if it's possible. Mr. Casey said that he will play with the numbers and get back to the council with a sheet for next week. He explained that he used the \$3 million as a target because the auditor suggested not exceeding that amount.

Mr. Casey said that for the next meeting, we should spend some time and go through the other issues that have not been addressed. Township Administrator/Clerk said that there is one other item that she would like to ask the governing body's consideration for and that is the prosecutor and the judge in the court. She said that they have mentioned that there compensation is quite minute by comparison to other vicinities. Mr. Casey said that the budget anticipations are already increased in those lines so it's already in the budget. He said that we did budget an amount for consideration and if the council should decide not to then it's an easy change. Township Administrator/Clerk Battaglia said that this would also warrant a salary ordinance for the salary range increase if the governing body agreed with that. The council had no objections. Mr. Casey said that he will send out a list to the Administrator of focus areas for discussion.

Agenda No. IV

Public Comments

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

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

Moved: Erik Seconded: Lichtenberg
Voted Aye: Unanimous voice vote.

TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY

Minutes of: Township Council Special Meeting
Date of Meeting: March 23, 2016
Time of Meeting: 5:30 P.M.
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Voted Nay: None.
Motion carried.

Agenda No. V

Adjournment

There being no further business to come before the Council, the Township Council adjourned the meeting at 7:01 p.m.

Moved: Signorino Seconded: Dale
Voted Aye: All in favor.
Voted Nay: None.
Motion carried.

Approved: July 13, 2016

Respectfully submitted:

Nichole Hanrahan Clerk Typist

MAYOR BETTINA BIERI, PRESIDING OFFICER

ANTOINETTE BATTAGLIA, TOWNSHIP CLERK