

January 19, 2016

A Budget Meeting was held by the Township Council of the Township of Roxbury on January 19, 2016 at the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30 PM.

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this Meeting of the Township Council of the Township of Roxbury was given as required by the Open Public Meetings Act as follows: On December 21, 2015, notice was faxed to the Daily Record, the Newark Star Ledger, The Roxbury Register and published in the Daily Record; notice shall also remain posted throughout the year on the bulletin board in the main hallway of the Municipal Building.

ROLL CALL (Present): Councilman Gary Behrens
Deputy Mayor Mark Crowley
Councilman Robert DeFillippo
Councilman Fred Hall
Councilman Dan Kline
Mayor Jim Rilee

Absent: Councilman Richard Zoschak

Also Present: Christopher Raths, Township Manager
Amy Rhead, Township Clerk

Public: five (5) people were in attendance

Staff: Lisa Spring, CFO/Treasurer
Patricia Reiche, Deputy CFO
Valarie Wyble, Purchasing Agent
Richard Blood, Public Works Director
Michael Kobylarz, Township Engineer/Director of the
Division of Public Utilities (7:50PM departure)

REPORTS OF COUNCIL LIAISON REPRESENTATIVES, COUNCIL COMMITTEES AND NEW BUSINESS/OLD BUSINESS

Mr. Raths referenced a previous request to move Main Street repairs to the top of the list. He explained that Main Street is not eligible for 2016 NJDOT grant funding because the Township already submitted an application for Mill Road. Mr. Raths reviewed other potential options that might expedite repairs to Main Street. Councilman Kline suggested switching the priority of some of the roads to allow Main Street to be addressed. Mr. Raths said the 50 Roads List could possibly be revised to include Main Street repairs to be completed with municipal funds.

A. Engineering/Water/Sewer

Sewer Utility
No comments.

Water Utility

Mr. Kobylarz mentioned that some of the requested funding may be contingent upon the progress of The Villages project. Mr. Kobylarz gave a brief update of the progress of The Villages development and the minimal impact on the Shore Hills system.

Engineering
No comments.

B. Department of Public Works

Mr. Rath corrected an error made in the previous week's Road Department presentation by advising Council that the \$130,000 RX203 6yd Dump/Packer Conversion is actually recommended to be moved to 2017, not 2016.

Buildings and Grounds

Discussion occurred regarding outdoor lighting for Horseshoe Lake parking lot and entrance way lighting. Mr. Blood confirmed that the lighting will be controlled by timers. Deputy Mayor Crowley asked if there are any plans to improve the exterior of the building located behind the Recreation Center on Eyland Avenue. Mr. Blood reviewed ideas for aesthetic improvements to the structure. Councilmembers agreed the suggested enhancements should be a priority.

Road Department

Discussion took place regarding locations for paving and areas where alternative resurfacing might be an option.

Equipment Repair

Mr. Blood explained the request for funding for a new lift is to replace the current one that is approximately 25-30 years old.

Parks & Recreation

The following items regarding Landing Road Park were discussed:

- backstops and possibility of utilizing netting
- Councilman Hall asked if a barrier can be installed at the sloped area of the edge of the Landing Park parking lot
- need for fence at 3rd base line
- lighting around playground
- Councilman Hall requested higher edging around the playgrounds at Landing Road Park playground to keep the pellets from spreading
- self-locking bathroom doors to eliminate the need for staff assistance

Library

Members of the Council did not object to keeping the \$50,000 request in the budget at this time.

Minor Equipment - Various Repairs

Mr. Blood explained that repairs are needed to some of the picnic tables made of wood and concrete. Councilman Hall asked Mr. Blood to consider using products made of composite material when replacing tables.

Mr. Blood explained that purpose of the north/south lift adapter stating that it is an attachment used on a mobile lift that allows a vehicle to be picked up by the front and back bumper. The equipment will improve efficiency by adding versatility to the ability to perform multiple jobs of different levels.

Information & Technology

Council generally discussed software upgrade, hardware; pros and cons of laptops vs. desktops and operating system of Windows 7 vs. Windows 10.

Fire Prevention

Mayor Rilee asked about the number of vehicles used by the Fire Prevention Department and whether they could operate with less. Mr. Rath advised that Fire Prevention currently has three vehicles and said they might be able to make due with two. Council agreed to eliminate the line item for replacing a vehicle in the 2016 budget. Mayor Rilee asked that it be noted the replacement of the other two vehicles (#321 and #322) will be on the out years.

Fire/First Aid

Deputy Mayor Crowley asked for additional information regarding the air bag replacement and the jaws-of-life. Mr. Rath provided explained the use of each product.

Historic Trust

Mr. Rath provided an overview of historic project funding and advised matching amounts up to 20% comes out of Open Space funds.

Mayor Rilee outlined budgetary items needing further discussion. Councilman DeFillippo advocated for library funding. Mr. Rath advised Council that the Board of Trustees will be presenting their budget request at an upcoming Council Meeting. Mayor Rilee asked that the lighting requirements/issues at Horseshoe Lake be reviewed regularly.

MATTERS REQUESTED/REFERRED BY COUNCIL MEMBERS, MANAGER, ATTORNEY OR CLERK

None

PUBLIC PORTION *(3 Minutes/1 Appearance per Individual)*

Shawn Pottilo

54 Laurie Road, Landing

Mr. Pottilo asked for information about plans to install lights around the perimeter of the Landing Road Park parking lots for security and safety. Mr. Rath said that signage such as “Hours of Operation Dawn to Dusk” signs protect the Township from liability. Mr. Pottilo objected to spending money for electromagnetic automated door locks at Landing Road Park. He reminded Council members that they told him a few months ago that police officers would be responsible for shutting down the Landing Road Park each night and would check the concession stand and lock the restrooms. Mr. Pottilo also asked about the possibility of moving some of the parks and/or recreation administration offices to the Landing Road facility. Mayor Rilee responded that building new office space was never part of the budget or vision for the location.

Seeing no further comments, Mayor Rilee closed the Public Portion.

DRAFT ORDINANCES FOR DISCUSSION

None

INTRODUCTION OF PROPOSED ORDINANCES

None

HEARING AND ADOPTION OF ORDINANCES ON SECOND READING

None

INTRODUCTION AND ADOPTION OF RESOLUTIONS

None

PERSONNEL CHANGES

None

COMMUNICATIONS

No communications were listed on the agenda. Mayor Rilee requested that the weekly Communications be included on Budget agendas as well as Regular agendas.

PUBLIC PORTION *(3 Minutes/1 Appearance per Individual)*

None

EXECUTIVE SESSION

None

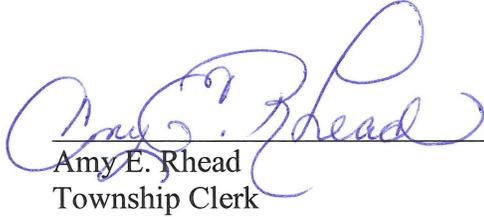
ADJOURNMENT

At 8:50PM, Councilman Behrens made a motion to adjourn the meeting. Councilman Hall seconded the motion.

Voice Vote: All in Favor – Yes

Motion carried unanimously, 6 to 0.

Submitted by:



Amy E. Rhead
Township Clerk

MINUTES APPROVED BY COUNCIL:

DATE: May 24, 2016

ROLL CALL:

Councilman Behrens	-	Yes
Deputy Mayor Crowley	-	Yes
Councilman DeFillippo	-	Yes
Councilman Kline	-	Yes
Councilman Zoschak	-	Abstain
Mayor Rilee	-	Yes