

**January 28, 2020**

A Budget Meeting was held by the Township Council of the Township of Roxbury on January 28, 2020 at the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30PM.

**PLEDGE OF ALLEGIANCE**

Mayor DeFillippo led the 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 27, 2019, 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):** Councilwoman Jaki Albrecht, Councilman Thomas Carey, Councilman Mark Crowley, Deputy Mayor Fred Hall, Councilman Jim Rilee, Councilman Richard Zoschak, Mayor Robert DeFillippo; **Absent:** None

**Also Present:** John Shepherd, Township Manager; Amy Rhead, Township Clerk

**Staff:** Lisa Spring, CFO; Valarie Wyble, Purchasing Agent; Michael Kobylarz, Township Engineer/Director of the Division of Utilities

**Public:** three (3) members of the public were in attendance; Fred Aun, TAPinto Roxbury reporter

Mayor DeFillippo noted he kept in touch while on vacation, but it was good to be back. He thanked Deputy Mayor Hall for filling in while he was away.

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

**A. Proposed 2020 Capital Improvement Plan**

Mr. Shepherd updated Council on the following outstanding items related to inquiries from the previous budget meeting:

- Teen Center – Mr. Shepherd distributed an outline of per-season usage and future plans for the room in the Eyland Avenue/Horseshoe Lake building.
- Morris County Paving Plans – Mr. Shepherd informed Council of the County’s plans to pave West Dewey Avenue and Berkshire Valley Road in 2020.
- Open Space – Mr. Shepherd distributed an outline depicting the revenues and expenditures.
- Capital Budget documents – Mr. Shepherd advised that extra copies of the spreadsheets have been printed for public viewing and a link to download the capital budget has been posted on the website.

**Engineering**

Mr. Kobylarz was in attendance. The following items were among those discussed/reviewed:

**Stormwater Management**

- Ledgewood Pond Dam Improvements – Mayor DeFillippo asked if there are any grants available to assist with funding dam improvements. Mr. Kobylarz responded that his research has found that Roxbury does not meet eligibility requirements associated with dam rehabilitation grant funding.
- Succasunna Brook Cleaning – Mr. Kobylarz confirmed that the project is complete and the line item does not include a request for any additional monies.

### **Sewer Utility**

- RBC Units - Mr. Kobylarz advised that eight units were included in the loan.
- Micro-strainer replacement – This item is going to be moved out one year in the budget.
- Nitrate treatments – NJDEP requirements and standards are affecting permits; waiting to hear a response to the Township’s request for a stay.

### **Water Utility**

- Water Master Plan Improvement Project – money has already been collected; no capital outlay necessary
- Mr. Shepherd advised that some Phase I projects have been pushed out to 2021.
- Water Meters – automated readers have proven efficient and produce accurate billing

### **Information Technology**

- Security Camera Purchase and Installation – Councilman Crowley spoke in support of the system.
- Wi-Fi at Horseshoe Lake – Mr. Shepherd advised that no additional funds are being requested for this line item, but noted the project is close to completion and will be ready for utilization soon.
- Screens behind the dais – Council members wanted an explanation as to their purpose and when they will be utilized.

### **Fire Prevention**

- Personal Protective Gear – no objections

### **Fire/First Aid**

- Washer/Dryer – HOLD
- Replacement of the Scott Airpacks – Replacements are necessary. Repairs are no longer an option due to incompatibility between new and old connections. General discussion occurred regarding the life expectancy of tanks. Council members decided to discuss this further when the Fire Department appears before Council.

### **Miscellaneous**

Deputy Mayor Hall asked about the replacement of chairs and tables at the Senior Center. Mr. Shepherd advised that the new chairs have already been delivered, but the budget does not include an allocation for the replacement of tables. He explained that the original concern from the senior citizen groups was that the tables were too heavy for staff to move. However, staff has advised that they are able to relocate tables, as needed, without issue. Mr. Shepherd will confirm that the current tables are in good condition and not in need of repair.

Mr. Shepherd confirmed that Mr. Blood and Fire Department will attend the next meeting to finalize their Capital Budget requests.

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

None

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

**Robert Kluska, 274 Emmans Road, Flanders** – Mr. Kluska asked about the availability of budget documents for public viewing. Mr. Shepherd confirmed that a link to the budget documents is available on the website, noting that interim updates will be shown in the final documentation. Mr. Kluska also referenced a line item in the budget for two new wood signs and asked if there are plans to replace any of the signs originally installed by various service organizations. Mayor DeFillippo explained that Economic Development Committee is working on having the organizations replace their own signs.

**Seeing no further comments, Mayor DeFillippo 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**

None

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

None

**EXECUTIVE SESSION**

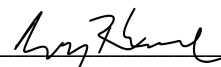
None

**ADJOURNMENT**

At 8:30PM, Councilwoman Albrecht made a motion to adjourn the meeting. Councilman Carey seconded the motion.

Voice Vote: All in Favor – Yes; Motion carried unanimously, 7 to 0.

Submitted by:

  
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Amy E. Rhead, RMC  
Township Clerk

**MINUTES APPROVED BY COUNCIL:**

**DATE:** March 10, 2020

<b>ROLL CALL:</b>	Councilwoman Albrecht	-	Yes
	Councilman Carey	-	Yes
	Councilman Crowley	-	Yes
	Deputy Mayor Hall	-	Yes
	Councilman Rilee	-	Yes
	Councilman Zoschak	-	Yes
	Mayor DeFillippo	-	Yes