

February 20, 2018

A Budget Meeting was held by the Township Council of the Township of Roxbury on February 20, 2018 at the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30PM.

PLEDGE OF ALLEGIANCE

Mayor Crowley 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 21, 2017, 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, Deputy Mayor Robert DeFillippo, Councilman Dan Kline, Councilman Jim Rilee, Councilman Richard Zoschak, Mayor Mark Crowley; **Absent:** Councilman Fred Hall

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

Staff: Lisa Spring, CFO; Olena Oxenbridge, Assistant to the CFO; Marc Palanchi, Chief of Police; Kevin Howell, Roxbury Police Captain (8:00 p.m. departure); Richard Blood, Public Works Director

Public: four (4) members of the public

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

A. 2018 Operating Budget

Mr. Shepherd reviewed the statutory budget submission timelines and provided answers to Council questions from the previous meeting(s). Revised budget sheets were distributed with the agenda reflecting recalculations from the previously distributed proposed operating budget. The amendments included increases in Anticipated Revenue of \$1K (Recreation Fees) and \$40K (Receipts from Delinquent Taxes) and reductions in Expenditures as follows:

- Administration Salaries and Wages – reduced by \$5K (vacation buy-back line item)
- Police Salaries and Wages – reduced by \$5K (vacation buy-back line item)
- Legal – reduced by \$30K (due to renegotiated Maser Consulting contract)
- Utilities – reduced by \$10K (\$5K from the diesel fuel line item and \$5K from the fire hydrant maintenance fee line).

Mr. Shepherd noted that the current proposed 2018 operating budget maintains the fund balance utilization at \$1M. The budget proposal as presented at this time calls for a 0.81% real estate tax increase.

Mayor Crowley asked for aesthetic improvements to be made to the entryway of the Senior Center.

Chief Palanchi and Captain Howell were in attendance to answer questions relative to budgetary items associated with the Police Department.

Police Department

- Badges – budgeted amount included in the event purchase is necessary during the year.
- Construction project/addition of weight room – Chief Palanchi provided an update on the status of completion
- Salaries – increase in line item is contractual
- Ammunition
- Court – increased sessions, have resulted in no significant additional cost or revenue. Challenges in collecting fines.
- Dashcams

Police Staff

No questions, discussion or comments.

Traffic Control

No questions, discussion or comments.

At 8:00 p.m., Captain Howell left the meeting.

Mr. Blood joined the meeting to answer questions associated with budgetary items for the following accounts:

Streets & Roads

- Asphalt
- Slab-Jacking
- Line painting/stripping
- Paving – mileage of roads (allocation for paving of 3.23 miles of road paving was presented in the 2018 Capital Budget)
- Commerce Boulevard
- Tree Removal

Snow & Ice Removal

- Salt Shed & supplies

Public Works

- Brown Field Regulations
- Righter Road Salt Storage Remediation – annual fee, plus additional costs that will be incurred for final remediation.
- Annual NJDEP fees and required reporting for completed remediation projects – Landing Road Park

Sanitation & Recycling

- Recycling Trust

Buildings & Grounds

- Salary and Wages – custodial staff; potential retirements

Equipment Repair

No questions, comments or discussion.

Park Maintenance

- Irrigation at Landing Road Park
- Budget does not include costs associated with Horseshoe Lake Phase I Improvements
- Lake Musconetcong – annual treatment fee; \$1K include in LMRPB proposed budget

At 8:35 p.m., Mr. Blood returned to the public/audience.

Emergency Management

No questions, comments or discussion.

First Aid Companies

- Uniforms
- Education
- Fire Co. No. 1 request for \$5,940 for Fit Testing and Respirator Clearance – determined unnecessary

Safety Office

No questions, comments or discussion.

Fire Prevention

No questions, comments or discussion.

Fire Departments

No questions, comments or discussion.

Municipal Services Agreements

- Drakesville at Roxbury
- Willow Walk
- Meadows at Roxbury
- River Park Village
- Pondsides Condos
- Lakeside Village

Public Assistance

- Salary increase of \$5K – Mr. Shepherd will report back to Council with additional information as to the reason for the request

Health Department

- Interlocal Services Agreement w/Randolph – offset
- Materials and Supplies – backup information requested for difference in original request of \$3K and recommendation \$7K. Mr. Shepherd noted that the additional monies are for costs associated with defibrillator, refrigerator and fire-proof cabinet that were not included with original request or capital budget. Mr. Shepherd will report back to Council with more details.

Senior Activities

- Membership

Animal Control

- Dog control/census – \$35K request reflects a \$5K increase from previous year’s budget
- Licensing – enforcement needed
- Discussion occurred with regard to the importance of communicating policies to pet-owners about potential liability/costs associated with bringing pet to animal hospital.

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

None

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

There were no comments from the public at this time.

DRAFT ORDINANCES FOR DISCUSSION

None

INTRODUCTION OF PROPOSED ORDINANCES

None

HEARING AND ADOPTION OF ORDINANCES ON SECOND READIN

None

INTRODUCTION AND ADOPTION OF RESOLUTIONS

None

PERSONNEL CHANGES

None

COMMUNICATIONS

None

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

There were no comments from the public at this time.

Mayor Crowley amended the agenda to allow for the following add-on Executive Session resolution EXECUTIVE SESSION 2018-053 ADD-ON - A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CONFERENCE OF THE TOWNSHIP COUNCIL WITH THE PUBLIC EXCLUDED

Matter(s) relating to:

1. Contract Negotiations – Local 97 Supervisor's Union

At 9:00PM, Councilman Zoschak made a motion to adopt Resolution No. 2018-053 for Executive Session. Councilman Kline seconded the motion.

Voice Vote: All in Favor – Yes; Motion carried unanimously, 6 to 0.

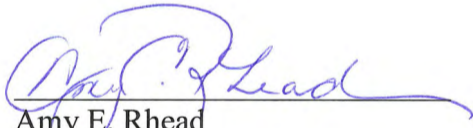
At 9:15PM, the Council returned to the open session of the meeting.

ADJOURNMENT

At 9:15PM, Councilwoman Albrecht made a motion to adjourn the meeting. Deputy Mayor DeFillippo 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: July 10, 2018

ROLL CALL:	Councilwoman Albrecht	-	Yes
	Deputy Mayor DeFillippo	-	Yes
	Councilman Hall	-	Abstain
	Councilman Kline	-	Yes
	Councilman Zoschak	-	Yes
	Mayor Crowley	-	Yes

RESOLUTION NO. 2018-053

**A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF
ROXBURY, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING
CONFERENCE OF THE TOWNSHIP COUNCIL WITH THE PUBLIC EXCLUDED**

WHEREAS, it is deemed appropriate that the Township Council discuss the matter(s) hereinafter mentioned without the presence of the public in accordance with the provisions of R.S. 10:4-12b, being Section b of the Open Public Meetings Act.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Roxbury, as follows:

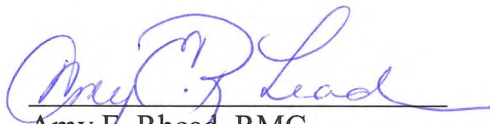
Matter(s) relating to:

1. Contract Negotiations – Local 97 Supervisor's Union

shall be discussed by the Township Council without the presence of the public. It is anticipated that this matter(s) can be disclosed to the public upon resolution of the matter(s).

ADOPTED: February 20, 2018

Attest:


Amy E. Rhead, RMC
Township Clerk