

March 17, 2020

A Budget Meeting was held by the Township Council of the Township of Roxbury on March 17, 2020 at the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30PM.

PLEDGE OF ALLEGIANCE

Deputy Mayor Hall 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): Councilman Thomas Carey, Councilman Mark Crowley, Deputy Mayor Fred Hall, Councilman Jim Rilee; **Absent:** Councilwoman Jaki Albrecht, Councilman Richard Zoschak, Mayor Robert DeFillippo

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

Staff: Lisa Spring, CFO; Michael Kobylarz, Township Engineer/Director of the Division of Utilities (8:25 departure)

Public: none

Deputy Mayor Hall presided over the meeting.

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

A. Proposed 2020 Operating Budget

Engineering

General discussion occurred between Councilmembers and Mr. Kobylarz regarding topics including the following:

- Contracted Services
- GPS Data Collection
- Stormwater Permit Regulation
- Compliance Services

Water Utility

- Accident Reimbursement (new line item) – Discussion regarding the addition of the new line item to be utilized for repairs while awaiting subrogation or to cover the deductible if the responsible party is unknown. Consideration of having an accident reimbursement trust fund will be explored to cover these types of occurrences.
- Consulting Services – necessary to address new NJDEP regulations
- MUA Water Purchase – Mr. Kobylarz attributed the increased request to a rate increase. Discussion regarding the MUA average rate increase being approximately 4% each year. Council members asked Mr. Shepherd to send a letter to the MUA asking for their rationale for the annual increases.

Sewer Utility

- Deputy Mayor Hall asked about unexpended ordinance allocations. Mrs. Spring noted that amounts are not cancelled until the completion of a project(s).

Library

- General discussion occurred regarding the 1/3 of a million budget. Council members complimented staff efforts that have resulted in innovative programs and services at the library.

Miscellaneous

- Mr. Shepherd reminded Council that the request from Netcong to share in the cost of egg addling and geese management is not included in the budget. Council asked Mr. Shepherd to obtain additional information about the program they utilize.

Police

- Contracted Services – Mrs. Spring attributed the disparity between the expended versus requested amount for subaccount #205 to an input error that included \$12,690 to salary and wages, instead of the Contracted Services line item. The error has been corrected.
- Vehicle Purchase/Lease – Discussion regarding number of replacements, timing, cost and leasing versus purchasing.

Overview/General Comments and Discussion

Discussion took place regarding the revaluation and equivalence to tax points and percentages. The possibility of reducing Group Insurance was contemplated. Mrs. Spring pointed out that there will be a loss of recreation revenue as a result of COVID-19 and monies may be needed to cover reimbursements of recreation program fees. Discussion occurred regarding the possibility of passing third-party credit card fees on to the user instead of the municipality absorbing the cost. The financial impact of COVID-19 is unknown. Discussion occurred with regard to utilizing Fund Balance to reduce the tax impact to 0%.

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

None

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

None

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 9:00PM, Councilman Carey made a motion to adjourn the meeting. Councilman Crowley seconded the motion.

Voice Vote: All in Favor – Yes; Motion carried unanimously, 4 to 0.

Submitted by:

Amy E. Rhead, RMC
Township Clerk

MINUTES APPROVED BY COUNCIL:

DATE: July 14, 2020

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