

March 27, 2018

A Regular Meeting was held by the Township Council of the Township of Roxbury on March 27, 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 Fred Hall, Councilman Dan Kline, Councilman Jim Rilee, Mayor Mark Crowley;
Absent: Councilman Richard Zoschak

Also Present: John Shepherd, Township Manager; Amy Rhead, Township Clerk; James Bryce, Alternate Township Attorney

Staff: Lisa Spring, CFO; Richard Blood, Public Works Director

Public: approximately eight (8) members of the public; Mike Condon, Roxbury Register reporter; Fred Aun, TAPinto Roxbury reporter

Other: Valerie Dolan, CPA, RMA, PSA, Nisivoccia, LLP

PRESENTATIONS, AWARDS, ETC.

None

APPROVAL OF MINUTES

January 2, 2018 – Reorganization Meeting

Councilman Rilee made a motion to approve the above-listed minutes. Councilman Hall seconded the motion.

Roll Call:	Councilwoman Albrecht – Yes	Deputy Mayor DeFillippo – Yes
	Councilman Hall – Yes	Councilman Kline – Yes
	Councilman Rilee – Yes	Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

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

Rohan Shetty, Owner of Sabretti's Hot Dogs & Wild Game Sausages, 22 Lakeside Boulevard, Hopatcong – Mr. Shetty announced the upcoming opening of his flagship store located at 1451 Route 46 West, Unit 1, Ledgewood and reviewed proposed menu items. Mr. Shetty complimented Roxbury staff for the positive experience during the approval process. Councilman Rilee welcomed Mr. Shetty to Roxbury and congratulated him on his new business adventure. Deputy Mayor DeFillippo suggested Mr. Shetty attend an upcoming Economic Development Committee meeting and Chamber of Commerce meeting. Councilman Kline thanked Mr. Shetty for his participation in the St. Therese Carnival.

John Sandstrom, 65 Eyland Avenue, Succasunna – Mr. Sandstrom said he provided a receipt to the Public Works Department for a damaged mailbox. He also expressed concern about vehicles using the pathway off Berkshire Valley Road as a cut through. Discussion occurred with regard to limited sight distance at Dell Avenue and Berkshire Valley Road. Mr. Sandstrom asked if the little area on Helen Street off Paul Drive is scheduled to be paved.

Seeing no further public comments, Mayor Crowley closed the Public Portion.

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

A. Reports of Council Liaison Representatives and Council Committees

Councilwoman Albrecht spoke admirably about members of the fire department who volunteered their time to assist a fellow firefighter with home maintenance and repairs. She also announced that one of the members of the fire department is celebrating 50 years of service.

Councilman Hall announced the Easter Egg Hunt was cancelled twice, but has been rescheduled to take place on March 31, 2018.

Councilman Hall suggested adding two new additional members to serve as alternates on the Environmental Commission. Discussion took place regarding changing the current ordinance.

Deputy Mayor DeFillippo spoke about the cards he received from Franklin School students and staff thanking him for reading during the Read Across America event.

Deputy Mayor DeFillippo complimented staff for the Art Wall at Town Hall that displays art work by Roxbury students. He suggested inviting the artists to a future Council meeting.

Deputy Mayor DeFillippo said he felt the School Safety meeting was very successful.

Deputy Mayor DeFillippo insisted that a representative from JCP&L attend a Council meeting to discuss what happened in Roxbury during the last storm. Council members were in agreement that the JCP&L representative should be prepared to answer questions about the failing infrastructure, lack of communication and lengthy outages.

Councilman Rilee asked if there is a plan to clear all the downed trees and fallen branches. Mr. Blood discussed the progress that DPW has made to date. He also mentioned that without a declaration from the state, incurred costs are not likely to be reimbursed.

Councilman Kline spoke about the recent Cub Scout Pack 163 Blue and Gold Dinner.

Councilman Kline congratulated the Roxbury High School Jazz Ensemble for earning a spot to compete in the New Jersey Association for Jazz Education (NJAJE) State Finals.

Councilman Kline congratulated Chet Jones who was awarded an honorary diploma from Roxbury High School.

Councilman Kline reported the School Board held a Special Meeting at which time they voted to make up snow days during spring break instead of adding days to the end of the year.

Mayor Crowley spoke about Joe's Pizzeria 50 Year Celebration event. He also mentioned the Economic Development Committee will be recognizing other businesses in the area for their many years of success.

Mayor Crowley spoke about witnessing many fire department members making repairs and providing maintenance at Charlie Alpaugh's house. He said it was great to see so many volunteers come together for someone that has helped the Township for so many years.

Mayor Crowley reported that he, along with Marty Kane and Shawn Potillo, presented a history lesson on Lakeside Marina to Nixon Elementary School students. The students were given the honor of participating in the naming of the park at Lakeside Marina. The name of the park will be chosen among three finalists. Mayor Crowley thanked Shawn Potillo for doing a great job putting the visit together.

Mayor Crowley amended the order of the Agenda to allow for the Budget Introduction

INTRODUCTION OF BUDGET

2018-077 MUNICIPAL BUDGET NOTICE

Mr. Shepherd introduced Valerie Dolan of Nisivoccia, LLP. Ms. Dolan gave a brief overview of the following Budget highlights.

- Tax Dollars are up \$147,366 or .684% (without the Library)
- Tax Rate up .664%
- Tax Levy Cap Bank is \$2,265,220
- Appropriation are below the CAP by \$1,952,763
- Current Fund will be Debt Free by the end of 2018 except for the ERIP (Early Retirement Incentive Program which will be paid off in 2021

Ms. Dolan pointed out that as a result of the above listed items, the Township will see a \$1,165,000 drop in Debt Service in 2019. She said the Township is in great financial condition and continues to be fiscally responsible.

Councilman Rilee congratulated Mr. Shepherd on a job well-done with his first budget season as the new Township Manager. Councilman Rilee thanked staff and council members and credited the current financial condition to many years of hard decision making that propelled the Township toward its goal of being debt-free. Councilman Rilee added he's been honored to put forward budgets in prior years that were very responsible, and recognized Roxbury for what it is. The rewards are now evident.

Councilman Hall agreed with Councilman Rilee's sentiments and thanked all involved for a job well-done.

Mayor Crowley complimented staff and prior council members who have worked diligently to make Roxbury debt-free.

Deputy Mayor DeFillippo commended Mr. Shepherd for his integrity throughout the process and noted, even as a newcomer, he followed the same rigorous line by line review of every department, ensuring the fiscal conservatism remains intact. Staff did a splendid job.

Mrs. Rhead announced that the vote to adopt the 2018 Budget will be on the April 24, 2018 Council Meeting agenda.

Councilman Rilee made a motion to approve the Municipal Budget Notice Resolution No. 2018-077. Councilman Hall seconded the motion.

Roll Call:	Councilwoman Albrecht – Yes	Deputy Mayor DeFillippo – Yes
	Councilman Hall – Yes	Councilman Kline – Yes
	Councilman Rilee – Yes	Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

Mayor Crowley returned to the order of the agenda.

B. New Business/Old Business

None

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

A. Street Blade Policy – VFW proposed revisions

Council members agreed that the term “volunteer” should be clarified. Discussion occurred with regard to the number of years required in order to be eligible. It was pointed out that all veterans are recognized at the Roxbury Township War Memorial located at Horseshoe Lake. Mayor Crowley recommended recognizing residents who serve in other military conflicts, such as the War on Terror, for example. He suggested establishing a procedure grander than just a digital sign to welcome service members home who are returning from military duty.

INTRODUCTION OF PROPOSED ORDINANCES

03-18 CAPITAL ORDINANCE OF THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING THE MAKING OF VARIOUS WATER SYSTEM IMPROVEMENTS, IN, BY AND FOR THE WATER UTILITY OF THE TOWNSHIP, APPROPRIATING THEREFOR THE SUM OF \$235,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE WATER UTILITY CAPITAL IMPROVEMENT FUND OF THE TOWNSHIP

Ordinance No. 03-18 was introduced in writing and Mayor Crowley read the ordinance by title; it will be further considered for final passage, after public hearing thereon, at a meeting of the Township Council to be held at its meeting room in the Municipal Building, 1715 Route 46 West, Ledgewood, New Jersey, on April 10, 2018 at 7:30PM.

Councilman Rilee made a motion to approve the introduction of Ordinance No. 03-18. Councilman Hall seconded the motion.

Roll Call: Councilwoman Albrecht – Yes Deputy Mayor DeFillippo – Yes
Councilman Hall – Yes Councilman Kline – Yes
Councilman Rilee – Yes Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

04-18 CAPITAL ORDINANCE OF THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING THE MAKING OF VARIOUS SANITARY SEWER SYSTEM IMPROVEMENTS AND THE ACQUISITION OF A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE SEWER UTILITY OF THE TOWNSHIP, APPROPRIATING THEREFOR THE SUM OF \$120,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE SEWER UTILITY CAPITAL IMPROVEMENT FUND OF THE TOWNSHIP

Ordinance No. 04-18 was introduced in writing and Mayor Crowley read the ordinance by title; it will be further considered for final passage, after public hearing thereon, at a meeting of the Township Council to be held at its meeting room in the Municipal Building, 1715 Route 46 West, Ledgewood, New Jersey, on April 10, 2018 at 7:30PM.

Deputy Mayor DeFillippo made a motion to approve the introduction of Ordinance No. 04-18. Councilman Hall seconded the motion.

Roll Call: Councilwoman Albrecht – Yes Deputy Mayor DeFillippo – Yes
Councilman Hall – Yes Councilman Kline – Yes
Councilman Rilee – Yes Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

05-18 CAPITAL ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY AND NEW INFORMATION TECHNOLOGY EQUIPMENT IN, BY AND FOR THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY AND TO APPROPRIATE THE SUM OF \$1,903,731 FROM A CONTRIBUTION FROM THE ROXBURY TOWNSHIP LIBRARY, THE TOWNSHIP FORFEITURE TRUST FUND MONIES AND FROM THE CAPITAL IMPROVEMENT FUND OF THE TOWNSHIP TO PAY THE COST THEREOF

Ordinance No. 05-18 was introduced in writing and Mayor Crowley read the ordinance by title; it will be further considered for final passage, after public hearing thereon, at a meeting of the Township Council to be held at its meeting room in the Municipal Building, 1715 Route 46 West, Ledgewood, New Jersey, on April 10, 2018 at 7:30PM.

Councilman Hall made a motion to approve the introduction of Ordinance No. 05-18. Councilman Rilee seconded the motion.

Roll Call: Councilwoman Albrecht – Yes Deputy Mayor DeFillippo – Yes
Councilman Hall – Yes Councilman Kline – Yes
Councilman Rilee – Yes Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

HEARING AND ADOPTION OF ORDINANCES ON SECOND READING

None

INTRODUCTION OF BUDGET

2018-077 MUNICIPAL BUDGET NOTICE

Discussion and vote held earlier in the meeting.

INTRODUCTION AND ADOPTION OF RESOLUTIONS

2018-078 A RESOLUTION INCORPORATING BY REFERENCE HEREIN AND APPROVING THE FOLLOWING NUMBERED RESOLUTIONS LISTED ON THE REGULAR COUNCIL MEETING AGENDA FOR THIS DATE:

2018-079, 2018-080, 2018-081, 2018-082,
2018-083, 2018-084, 2018-085, 2018-086,
2018-087, 2018-088, 2018-089

Councilman Rilee made a motion to approve the adoption of Incorporating Resolution No. 2018-078. Councilman Kline seconded the motion.

Roll Call: Councilwoman Albrecht – Yes Deputy Mayor DeFillippo – Yes
Councilman Hall – Yes Councilman Kline – Yes
Councilman Rilee – Yes Mayor Crowley – Yes

Motion carried unanimously, 6 to 0.

2018-079 A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS

2018-080 A RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE CONTRACT TO NORMAN J. GOLDBERG AND, IF NECESSARY, JOSHUA D. MACKOFF, FOR APPRAISAL SERVICES IN CONNECTION WITH THE POTENTIAL OPEN SPACE ACQUISITION OF BLOCK 5004, LOTS 1 AND 2 (RUBENS PROPERTY)

Council discussion occurred with regard to amending Resolution No. 2018-080 by eliminating the entire fourth WHEREAS paragraph and paragraph No. 2 under NOW THEREFORE, BE IT RESOLVED. Mrs. Rhead will make the changes as directed.

2018-081 A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AUTHORIZING THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE SAFE CORRIDOR PROJECT

2018-082 A RESOLUTION TO RESTATE AND ADD ROTH PROVISION FOR AN EXISTING DEFERRED COMPENSATION PLAN 89-PD-AXA-120616

2018-083 A RESOLUTION AUTHORIZING THE TOWNSHIP TO APPLY TO THE DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR THE 2017 RECYCLING TONNAGE GRANT

2018-084 A RESOLUTION AUTHORIZING A REFUND OF THE UNUSED ENGINEERING INSPECTION FEES TO VICTOR ABRAHAM FOR SITE IMPROVEMENTS LOCATED AT 47 KING ROAD, LANDING, BLOCK 11911, LOT 9

2018-085 A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO RIO SUPPLY, INC. FOR THE PURCHASE OF 12 WATER METERS WITH TRANSMITTERS AND 40 REPLACEMENT TRANSMITTERS FOR THE TOWNSHIP WATER UTILITY

2018-086 A RESOLUTION APPROVING A ONE (1) YEAR EXTENSION TO THE CONTRACT WITH BUILDING INSPECTION UNDERWRITERS, INC. FOR THE PROVISION OF AN ELECTRICAL SUBCODE OFFICIAL

2018-087 A RESOLUTION AUTHORIZING THE REFUND OF TAXES

2018-088 A RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF MT. OLIVE FOR THE FURNISHING OF FIRE ~~PREVENTION~~ SUBCODE SERVICES IN ACCORDANCE WITH THE UNIFORM CONSTRUCTION CODE ACT FOR A TERM OF FOUR (4) YEARS COMMENCING ON APRIL 1, 2018

The word “*PREVENTION*” was removed from the title and body of the above-referenced resolution in order to correctly reflect the services to be shared as “*FIRE SUBCODE SERVICES*”

2018-089 A RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

PERSONNEL CHANGES

None

COMMUNICATIONS

March 16, 2018

No comments

March 23, 2018

Item #4 Correspondence from Al Tafro, Chief Operating Officer, Fidelity Management (Managing Agent for Roxville Associates), to Mayor Crowley, dated March 14, 2018, re: Letter of appreciation for efforts during power outage at Roxbury Mall (especially Rod Schmidt, Jan Ribe and Kurt Decker) – Councilman Rilee commended staff and Mr. Shepherd for a job well done in assisting with the restoration of power during the recent storm.

Item #3 Memo from John Shepherd, Township Manager, to Mayor and Council, dated March 22, 2018, re: Septic System Licensing Program – Councilman Rilee asked for this item to be included on an upcoming agenda under MATTERS REQUESTED / REFERRED BY COUNCIL MEMBERS, MANAGER, ATTORNEY OR CLERK. Deputy Mayor DeFillippo noted that there are inequities that should be addressed. Mr. Shepherd will include on the next agenda.

Item #1 Memo from John Shepherd, Township Manager, to Mayor and Council, dated March 23, 2018, re: Information Update, Item #O. Revaluation – Councilman Hall asked for more information about the contents of the letter that will be sent to homeowners who still need their homes inspected by the revaluation company. Council members commended the Tax Assessor for hosting the “How to Win a Tax Appeal” seminar.

PUBLIC PORTION (3 Minutes /1 Appearance per Individual)

Kenneth Kline, 4 Pilgrim Drive, Succasunna – Mr. Kline stated that when he called the revaluation company to reschedule an appointment for his home inspection he was told they do not have staff to conduct Saturday inspections and that he can appeal the process if no inspection is done. Mr. Shepherd will look into it and report back to Mr. Kline. Mr. Kline referenced Council comments from a prior meeting regarding his questions about social media policies. Deputy Mayor DeFillippo explained his choice of words in response to Mr. Kline’s appeal for action at a prior council meeting.

Ralph Nappi, 29 Ford Road, Landing – Mr. Nappi asked for clarification on several items on the bill list that he thought looked out of sequence and monetarily inaccurate. Mr. Shepherd will review with the Finance Department and provide an explanation to Mr. Nappi.

Robert Kluska, 274 Emmans Road, Flanders – Mr. Kluska asked how the generators that were donated after Hurricane Sandy are utilized. Mr. Shepherd explained that they are generally used for residents who may have special needs and are not able to leave their home during a power outage and shelter elsewhere.

Corine Borrero, 97 Eyland Avenue, Succasunna – Ms. Borrero asked for members of the council to make a public statement denouncing a recent social media post on an employee’s personal Facebook page. Ms. Borrero suggested that employees receive training on racial bias. Mayor Crowley responded that the Computer Committee is reviewing the Social Media Policy and will report back to Council with comments and recommendations.

Seeing no further public comments, Mayor Crowley closed the Public Portion.

EXECUTIVE SESSION

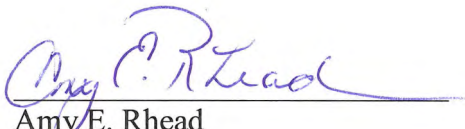
2018-090 NOT USED - A RESOLUTION OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF ROXBURY, IN THE COUNTY OF MORRIS, NEW JERSEY AUTHORIZING CONFERENCE OF THE TOWNSHIP COUNCIL WITH THE PUBLIC EXCLUDED

ADJOURNMENT

At 9:00PM, Councilman Rilee made a motion to adjourn the meeting. Councilwoman Albrecht 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 24, 2018

ROLL CALL:

Councilwoman Albrecht	-	Yes
Deputy Mayor DeFillippo	-	Yes
Councilman Hall	-	Yes
Councilman Rilee	-	Yes
Councilman Zoschak	-	Abstain
Mayor Crowley	-	Yes