

**January 14, 2020**

A Budget Meeting was held by the Township Council of the Township of Roxbury on January 14, 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.

Deputy Mayor Hall held a moment of silence in remembrance William "Bill" Silcox.

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

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

**Staff:** Lisa Spring, CFO; Valarie Wyble, Purchasing Agent; Richard Blood, Public Works Director

**Public:** four (4) members of the public were in attendance; Fred Aun, TAPinto Roxbury reporter

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

**A. Proposed 2020 Capital Improvement Plan**

Mr. Shepherd expressed his appreciation to Lisa Spring, Chief Financial Officer, and Valarie Wyble, Qualified Purchasing Agent, for their assistance compiling the budget documents. Mr. Shepherd provided an overview of the 2020-2025 Capital Improvement Program. General Council discussion occurred regarding:

- Utilization of Open Space Trust funds to offset various recreation capital improvements; Councilman Rilee requested a report showing Open Space Trust fund activities; Mr. Shepherd will forward the information to Council.
- ADA accessibility at recreation facilities; depending on results of review, a budget request may be included in capital budget beginning in 2021.
- \$300K reduction in capital plan due to potential valuation changes in major commercial properties;
- Cost of sewer projects and micro-strainers, chemical usage and loan details;
- Whether the requested amount for Social Services is enough to complete the improvements. Additionally, Councilwoman Albrecht noted that the river rock is problematic for some of the senior citizens. The possibility of replacing with concrete will be explored.

**Buildings and Grounds**

Mr. Blood was in attendance and participated in discussions regarding various components of the Capital Budget request, including:

- Signage
- Storage – park maintenance building (design/renderings)

- Teen Center – Council members inquired as to the how much the area is utilized
- Parents of Exceptional Children

**Road Department**

- Paving – requested budget would cover 8.4 miles of roadway
- Milling – Township will pay for milling behind NJNG work
- NJDOT – anticipated paving of Route 46
- Sidewalks – increased budget. Mr. Blood reviewed the planned locations for repair. Discussion regarding sidewalks being damaged by tree roots. Council members recommended asking the utility companies to advise the municipality when digging up sidewalks so the Township would have the opportunity to remove trees instead of the company having to go around the trunks.

**Equipment and Repair**

- Mobile Lift – cost acknowledged

**Parks/Recreation**

- Swim Dock – Discussion occurred regarding the requested \$150K. Mr. Blood explained his recommendation for installing a fixed dock as opposed to a floating dock. It was estimated that a floating dock would cost approximately \$80K but would incur additional cost for demolition and disposal of the current materials, including concrete bulkheads.
- Righter Road Renovations and Fencing – Mr. Blood reviewed the need for improvements.
- Walking Path – Mr. Blood advised that the budget item was in response to a request for the creation of a “year-round” path. He explained that it would require deicing products, plowing machinery and, possibly, overhead coverage. Discussion occurred regarding additional costs, such as staff, to maintain the year-round path. There was not a consensus as to whether the benefit would justify the expense. This item may be referred to the Recreation Advisory Committee for review and feedback.
- Kiwanis Tennis Court – funding request to study possibilities of a installing a multi-court.
- Utility Cart

Mr. Shepherd reviewed the requests from the Library for HVAC improvements and Police Department for exterior painting and asked Council to let him know if they have any questions.

**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 why the proposed paving budget is less than the 2019 allocation. Councilmembers noted that the budget is comprised of requests and is not final. Mr. Blood explained that Roxbury has approximately 114 miles of road and the paving of a street generally lasts 12 to 15 years. Mr. Kluska also spoke about additional funds that are available since paying off debt and questioned some of the spending proposals.

**Seeing no further comments, Deputy Mayor Hall 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**

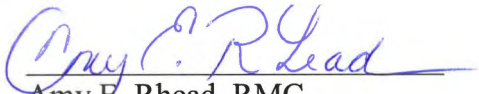
None

**ADJOURNMENT**

At 9:03PM, Councilman Zoschak made a motion to adjourn the meeting. Councilwoman Albrecht seconded the motion.

Voice Vote: All in Favor – Yes; Motion carried unanimously, 5 to 0.

Submitted by:

  
Amy E. Rhead, RMC  
Township Clerk

**MINUTES APPROVED BY COUNCIL:**

**DATE:** January 21, 2020

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