

**TOWNSHIP OF MAHWAH  
BUDGET MEETING MINUTES  
SATURDAY, MARCH 10, 2018**

The Meeting was called to order at 9:25AM by Council President Hermansen who read the Open Public Meetings Act Statement as prescribed by law. Notice was emailed to The Record and The Ridgewood News for Information Only on March 9, 2018, stating this meeting would be held in the Council Chambers of the Richard J. Martel Municipal Offices, 475 Corporate Drive, Mahwah, New Jersey on Saturday, March 10, 2018 at 9:00AM.

Notice of this Meeting is posted on the Municipal Bulletin Board. The Minutes of this Meeting will be available in the Municipal Clerk's Office once they are approved by the Township Council.

**SALUTE TO THE FLAG**

**MOMENT OF SILENCE FOR VETERANS AND THOSE SERVING IN THE MILITARY**

A Moment of Silence was observed for those who served and those who are serving in the military both here and abroad. It is because of their valor and bravery that we can hold meetings such as these.

Present: Councilmembers Ariemma, Ervin, Hermansen, May, Paz, Wong, and Wysocki

Also present were Mayor William Laforet, Business Administrator Quentin Wiest, and Clerical Assistant Carolyn George

**POLICE DEPARTMENT**

Hermansen extended thanks to the Police Department for their help keeping the community safe.

Chief Batelli, Captain Jaffe, Captain Blank and Detective Guido Bussinelli attended to discuss the Police Department Budget.

Chief Batelli extended thanks to Mayor and Council. Chief Batelli explained the challenges this year with Cyber Crime, economic differences, and fiscal responsibility. Future projects anticipated are developing a new website, safety equipment, and school security.

**F01-202 Material and Supplies**

May asked Chief Batelli about the 1033 Program. Chief Batelli explained the 1033 Program allows for Police Departments to acquire equipment, firearms, and vehicles. The website requires fast approval so a Resolution would be enacted for Council's approval for purchase of weapons and higher priced vehicles only. The equipment must be kept for at least one year to remain in the program.

May asked about any additional costs in the Program. Chief Batelli stated additional costs include shipping and delivery costs and any maintenance once the equipment is owned.

Wysocki asked to describe the online Program. Captain Blank explained it is similar to EBay. The items move quickly, sometimes within 12 hours so it is important to act quickly.

Wong asked if the Department of Public Works has access to the program. Captain Blank stated the Department of Public Works could inform the Police Department to look for something but the item must be used by Police Department for one year before being used by another Department.

#### **F01-205 Training and Seminars**

Hermansen asked why this item increased from \$30,000 to \$32,000. Chief Batelli stated it is Tuition Reimbursement for Officers.

#### **F01-214 Rental and Maintenance**

Chief Batelli stated the increase in this item is because it is the first year paying for CSI. Last year CSI was under warranty. Hermansen suggested decreasing this item by \$10,000 to \$88,150.00.

#### **F01-224 Weapons and Ammunition**

Chief Batelli explained Ammunition increased \$1,350 and the item should be \$9,000 not \$7,650.

#### **F01-231 Police K-9 Unit**

Chief Batelli stated the Mahwah Municipal Alliance (MMA) offsets costs in this item.

#### **F02-103 Temporary – Administration**

Chief Batelli stated this Line Item was used last year and no money was budgeted for this year.

#### **F03-105 Patrol – Overtime**

Wong asked about the level of Overtime hours. Chief Batelli explained there are changes in laws affecting the Police Department. The Attorney General put an extensive Bail Reform in place. Control of arrests and more investigation of paperwork is required.

#### **F03-101 Permanent Full Time**

Hermansen asked about the status of placing a School Resource Officer (SRO) in the budget. Council would need to discuss this item with the Board of Education. Hermansen would like to increase the number of Police Officers to 53. Business Administrator stated an Ordinance is required to increase Police Officers. Chief Batelli stated Grants are increasing the funding for SROs. The Grants state it must be an additional Police Officer and the Municipality must keep the SRO for at least 2 years. The Superintendent will review which school is in need of the SRO.

May asked what the Grant provides. Chief Batelli stated the Grant provides the first full salary and decreases gradually until the town absorbs all of the salary.

Wong asked if the Township could have Shared Services Agreements with other School Boards. Chief Batelli has reviewed that option but there is no decision as of now. The Police Department is open for further discussions on the role of a SRO in the Township School System.

#### **F04-105 Dispatch Overtime**

Chief Batelli stated the Dispatch Salaries are Per Diem Salaries. He would like to see an hourly increase so the Police Department can hire and keep qualified employees.

#### **F05-108 Clothing/Education Allowance**

Chief Batelli stated this is a contractual Line Item that should be \$3,800 not \$6,000 so \$2,200 may be removed.

#### **F30-219 Miscellaneous Police Cars**

Hermansen asked why the Police Department wants to purchase pickup trucks. Captain Blank explained pickup trucks are necessary for equipment, cones, etc. The choice may be a F250 Shortbed with a Utility Cap and slideout tray with dividers for storage of equipment. It will be more functional and the F250 Pickup Truck will be slightly less than \$38,000.

#### **CAPITAL BUDGET**

Business Administrator stated construction of the Jail Cells will not be in Capital Budget this year but a complete redesign is required this year. Construction will be required next year to be in compliance.

Chief Batelli explained the New Jersey Department of Corrections outsourced inspections of Jails to a private company in 2016 and the Township was found not compliant in some areas. Business Administrator stated two architects provided designs to the Police Department costing approximately \$20,000. The cost of the designs have been allocated in Administration's Budget. The construction may take as long as five total years due to the amount of changes. There is no cost determination on the construction as of this date. Chief Batelli stated Confiscated Funds will not be permitted for the construction because it is mandatory construction.

#### **PUBLIC PORTION**

On a motion by Paz, seconded by Wysocki, the meeting was opened to the public at 11:12AM. All in favor. Motion carried.

Mrs. Susan Steinberg of 96 Armour Road was concerned about the pavement and gravel in the Department of Public Works area.

On a motion by Ervin, seconded by Hermansen, the meeting was closed to the public at 11:13AM. All in favor. Motion carried.

#### **FIRE DEPARTMENT**

Hermansen extended thanks for the dedication of the Fire Department.

Chief Ken Warnet, Assistant Chief Mike Roe, and Assistant Chief Cord Meyer were present.

#### **G02-204 – Professional Services**

Hermansen asked if this item can be decreased by \$1,000 and move the \$1,000 to G02-205 Training and Seminars. Chief Warnet agreed.

### **G02-205 – Training and Seminars**

Chief Warnet stated there are multiple people to send to training in the upcoming year. Hermansen stated this Item needed to be increased by adding \$1,000 from G02-204 – Professional Services.

### **G02-214 – Rental/Maintenance Agreements**

Hermansen asked why this Line Item spiked this year. Chief Warnet explained it fluctuates and the Fire Department shares and rotates with the Police Department. Mayor Laforet stated CSI went up this year so the Township's portion also increased.

### **G02-247 – Pagers**

Chief Warnet explained the Department transferred \$8,000 two years ago and now trying to outfit the entire department.

### **CAPITAL BUDGET**

Wysocki confirmed the Fire Department pushed Engine 317 from last year's Capital Budget to this year's Capital Budget. Chief Warnet agreed.

Wong asked why there is an increase of Engine 317 from \$650,000 last year and now \$700,000. Chief Warnet explained the Department is moving forward with a 3% increase every year due to cost increases so the 5-year Plan should be updated to reflect the cost increase.

Chief Warnet stated Engine 117 - Rescue Pumper is a unique vehicle. The Department would like to outfit a separate truck with equipment similar to the Rescue Pumper so it can be used as a Rescue Truck if the Rescue Pumper is unavailable.

Wysocki asked about the need for Company 5 doors to be widened due to new trucks width. Business Administrator stated the Township is ready to award an Architect for the design and have budgeted \$15,000 supplemental funds.

Wysocki asked if a replacement Fire Engine is in the 5 Year Plan for the Engine that was in an accident. Chief Warnet stated Engine 222 is expected to be replaced next year. There was substantial damage due to the accident with a County Plow Truck and the Fire Engine is out of service now.

Chief Warnet stated the Chief Truck is the last of three to be replaced then all of the vehicles will be new. Hermansen asked where the Suburban will be placed. Chief Warnet stated Fire/Police typically gets hand-me-downs.

### **G03-101 Permanent Full Time**

Business Administrator stated money will be moved from Fire Sub-Code under Inspections to Fire Prevention. Assistant Chief Roe would like to add a Part-Time Temporary Fire Inspector because the Department fell far behind last year and it would be important with new State mandates being enforced. The Inspector would be two days per week for four hours per day. Business Administrator suggested hiring someone this year and reevaluate for next year's Budget.

### **G03-205 Training and Seminars**

Assistant Chief Roe stated the Fire Sub-Code Official needs two College Courses.

### **G03-214 Rental Maintenance Agreements**

Assistant Chief Roe stated this Item included the cost for the Fire Prevention Program. The need is real but Mr. Roe is looking at other programs that cost less although Pro Phoenix is used all over the country. Business Administrator suggested exploring CSI because the Police Department uses it but Pro Phoenix is a tried and true program.

### **G03-245 Leased Vehicles/Equipment**

Hermansen stated the vehicle is not recommended this year.

## **DEPARTMENT OF PUBLIC WORKS**

Mr. Glenn Dowson, DPW Director was in attendance.

Hermansen thanked Mr. Dowson for the tremendous job from the Department of Public Works.

### **CAPITAL BUDGET**

Mr. Dowson explained the need to replace a Pick-Up Truck with a new Pick-Up Truck with a plow and sander in case it is needed during storms. Mr. Dowson would look into the cost of retrofitting the Pick-Up for next year.

Hermansen suggested placing the 14 foot mower on next year's budget.

Mr. Dowson explained there was significant damage to field lighting from the last storm. Wysocki asked to have the Insurance Carrier come to test the other poles that still remain to insure the poles safety. Mr. Dowson stated he will get a Report from the Police Department and send to the Insurance Carrier.

Wong asked the Status of the Leaf Street Program. Mr. Dowson explained the Sweeper is for Geese droppings. The Vacuum Truck is used for leaf pick up on roads with high traffic. The Front Loader and dump trucks are used for side roads.

Hermansen wondered why the Equipment for Council Meeting Broadcast Item is located in Building and Grounds Capital Budget. Business Administrator explained the expense is Swagit for \$37,500. It is in the Operating Budget for videotaping meetings. The installation date is set for April 9. The system should be available for use 3 days after installation.

Business Administrator stated the Administration Budget includes the study of a new Department of Public Works building. There will be a meeting with architects to see what the Township needs and wants for the new building. Mr. Dowson explained a steel fabricated building is more cost effective. Mr. Dowson explained the poor condition of the current building with part of the additions separating from the main building.

### **C01-205 Training and Seminars**

Mr. Dowson explained the Seminars are regarding Storm Water.

### **C01-214 Rental/Maintenance Agreements**

Mr. Dowson stated Dude Solutions is being renewed this year. Mr. Dowson explained the features of the App.

Business Administrator explained the Nixel Agreement is in the Administration Budget. There is a one-time set up fee with yearly fees.

### **C03-203 Repairs and Maintenance**

Business Administrator explained the need for this amount because of the unpredictability of repairs.

### **C03-236 Repairs and Maintenance – Police**

Hermansen asked if this Item includes the HVAC Contract for the Police Department. Business Administrator will review this because it should not be both Police Department and Department of Public Works.

### **C04-202 Equipment**

Mr. Dowson stated the shed is being dropped from the Budget. Hermansen asked Administration to investigate the possibility of a company donating a shed. Mayor Laforet will look into this suggestion.

### **C04-203 Repairs and Maintenance**

Hermansen stated this Item never went over the Budgeted Amount in previous years. Mr. Dowson stated the past two storms however will require big repairs. Some of the repairs will be covered by Insurance.

### **C04-218 Special Events/Beautification**

Hermansen noticed this Item went from \$4,000 to \$8,000. Mr. Dowson stated it is for getting a design with low shrubs at the entrance on MacArthur Boulevard and Train Station.

### **C06-236 Repairs and Maintenance – Police**

Hermansen asked why this Item is still at \$82,000 when the actual amount spent last year was \$68,000. Mr. Dowson stated there are more burnt out tires and the brakes wear out quicker. Hermansen stated the Item should be reduced by \$2,000 to \$80,000 and transfer the \$2,000 into C07-203 Repairs and Maintenance (Plows).

### **C06-238 Repairs and Maintenance – Snow**

Mr. Dowson stated a Truck may need some repairs but only automotive parts.

### **C07-202 – Equipment**

Hermansen asked to describe this Item. Mr. Dowson stated the Brine is in this Item and \$18,000 of Brine was used from last two snowstorms. This expense is on top of what is in the Budget already.

**C07-203 Repairs and Maintenance (Plows)**

Hermansen stated \$2,000 would be transferred from C06-236 Repairs and Maintenance – Police into this Line Item.

**C07-105 Overtime**

Hermansen asked to check this Item to see how much Overtime was used during the last storm. Mr. Dowson would review the information.

**C07-212 Food**

Mr. Dowson stated the Blue Collar Agreement increased the Food Allocation from \$10.00 Dinner Breaks to \$15.00.

**C08-114 Parks and Playgrounds**

Mr. Dowson stated this Item is used for the extra clean up required after Events such as Softball Tournaments and Football Games. Hermansen suggested reducing to \$4,000 and transfer \$2,000 to C07-203 Repairs and Maintenance (Plows).

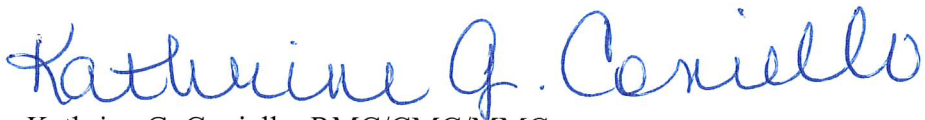
**WATER/SEWER DEPARTMENT**

Business Administrator stated the Water/Sewer's Budget has no impact on the Municipal Budget. The Revenue is \$635,000 that is the same as last year. Hermansen stated he has no concern with this Department as long as Surplus stays current. Business Administrator will look at rates. Last time there were Rate Changes was in 2011 and was authorized through an Ordinance in 2009 with changes in 2009, 2010 and 2011.

Paz asked the Status of the Budget with the suggested changes. Business Administrator will update the Final Document and provide the new Budget for Introduction on March 22, 2018.

On a motion by Paz, seconded by Wong, the meeting was adjourned at 3:48PM. All in favor. Motion carried.

Respectfully submitted,



Kathrine G. Coviello, RMC/CMC/MMC  
Municipal Clerk