

**TOWNSHIP OF MAHWAH
BUDGET MEETING MINUTES
SATURDAY, MARCH 18, 2017**

The Meeting was called to order at 8:30 AM by Council President Hermansen who read the Open Public Meetings Act Statement as prescribed by law. Notice was advertised in The Record on March 14, 2017 and sent to The Ridgewood News for information only 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 18, 2017 at 8:00AM.

Notice of this Meeting is posted on the Municipal Bulletin Board. The Minutes of this Meeting shall 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

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, Sbarra, and Wysocki
Absent: Councilmember Wong

Also present were Mayor William C. Laforet, Business Administrator Quentin Wiest, Township Attorney Brian Chewcaskie at 11:00 AM and Clerical Assistant Carolyn George.

DEPARTMENT OF PUBLIC WORKS

Department of Public Works Director, Glenn Dowson, discussed the budget for his department.

Hermansen extended thanks to Mr. Dowson for the snow removal, keeping the town clean and keeping the residents happy.

Hermansen stated the Mahwah Moms applauded the DPW on the response time to repair their problem.

Mr. Dowson referred to a packet he distributed to the Council regarding DPW's Fleet Replacement Plan, Replacement and Repair Costs, Capital Budget, Snow Removal, Uniforms, Township Functions Requiring DPW, and Repairs and Maintenance.

Mr. Dowson stated some DPW trucks were damaged during the recent snowstorm. The Township is in the process of repairing the trucks. Hermansen asked who repairs stop signs that are damaged because of plowing. Mr. Dowson replied the DPW repairs the signs.

Mr. Dowson explained the uniforms are being changed to be more visible. Mayor Laforet stated the updated uniforms were part of the Blue Collar Contract for added safety.

May stated the Youth Sports Director was raving about the DPW's field repairs.

Sbarra asked Mr. Dowson to explain the rental agreement with Dude Solutions. Mr. Dowson explained the program would be to integrate the entire DPW onto a 311 System and use an App to be accessed on a cell phone or a tablet. The System will show time requested, materials needed and supplied and track the control of the job.

Mayor Laforet stated this App would fully integrate the system and provide a work ticket for whom the job was ordered, what material was needed, time for the job, tracking personnel jobs, and a GPS model for snowstorms.

Mr. Dowson stated the price of the software startup is high but will level off once everything is in place. The App will show the exact location for water lines for easy turn offs.

Sbarra asked how the residents contact the DPW when this is in place. Mr. Dowson explained the residents may still call the DPW and the DPW would place the job on the App or they can enter through the App directly.

Business Administrator stated the Township might also be able to use this App for a Tree Inventory.

Hermansen asked if the Township could get part time help for inputting the initial information. Business Administrator stated interns have been used in other towns; however, those employees would still need supervision.

Hermansen asked about the cost of the App. Business Administrator stated the startup is \$24,000 and would be set up prior to the end of the year. The recurring costs would be \$6,000. The three departments using this App would be Water, Sewer and Department of Public Works.

Ariemma is not in agreement of a part time employee because then that person would be familiar with the App and not the department responsible for the information.

Sbarra asked in Account #C01-205 what is the money allocated for. Mr. Dowson stated he needs to take classes for CEU's.

Sbarra asked why the DPW yard is closed on a Saturday during a week when a holiday occurs. Mr. Dowson explained this was started as a way to save money on Overtime approximately five years ago.

Hermansen asked if the DPW yard stayed open to 4:00PM would it increase the Township's revenue. Mr. Dowson explained a survey was conducted a few years ago over some Saturdays in each season. On one particular summer Saturday, 1,000 vehicles entered the facility. Hermansen asked the Business Administrator and Mr. Dowson to look into the costs to open an additional two hours until 3:00PM. Mr. Dowson stated a permanent part time employee might be considered to work 5 to 5 ½ hours.

Wysocki thanked the DPW because they are the unsung heroes. Wysocki went to the DPW and saw three unsafe trucks. Also, a tub grinder that was involved in a fire. Wysocki would like to see "Neighborhood Watch" signs affixed to the DPW trucks like the ones on the Police vehicles. Wysocki agreed to the DPW's budget.

Ariemma thanked the DPW for a great and efficient job. Ariemma asked to advertise the hours and days the DPW yard is opened. Mr. Dowson stated the regular hours are listed in Mahwah Matters and the website.

Ervin agreed longer hours would be more advantageous. Ervin suggested staggered hours so not all employees work at the same time.

Ervin stated the new App can be used for Code Enforcement and tracking of repeat offenders for the Property Maintenance Official.

Hermansen asked in Account #C03-203 - \$89,489 what is included. Mayor Laforet explained \$30,000 was for demolition of a house. Mr. Dowson explained \$20,000 was taken out of Construction for the demolition. Business Administrator stated the DPW now has a Demolition Line Item.

Hermansen asked how Account #C06-236 is affected because the Township purchased new cars. Hermansen it may be reduced by \$5,000.

Hermansen stated Account #C07-201 should be reimbursed for plowing County roadways during the last storm.

Mayor Laforet met with Mr. Tedesco, Mr. Dressler, Mr. Connelly and DPW to discuss the County snowplowing. Downes did not plow the County Roads in Mahwah sufficiently. The blades were inspected due to the quality of the roadways. Downes was observed parked and not plowing. Downes eventually sent five vehicles and applied chemicals to remove the snow after the storm. Mr. Dowson stated DPW's goal is to plow County Roads so the Township would bill Bergen County and not have Downes plow. Mahwah has 34 miles of County Roads that the DPW would be accountable for maintaining. Mayor Laforet explained the Township would be compensated and a fee would be discussed.

Hermansen asked about the increase for Account #D03-209. Mr. Dowson explained the increase was due to the substantial amount of macadam with cement mixed in, logs and debris. The Department of Environmental Protection inspects twice a month and will haul out the materials within the next year or so.

CAPITAL BUDGET

Mr. Dowson reviewed his list of approved and not approved items referring to his packet and the Capital Budget pages.

Hermansen asked about the condition of the 1997 F350 Pickup Truck #732. Business Administrator indicated the repair costs are challenging the cost for a new truck. Last year the

truck received \$3,200 in repairs and \$4,000 in repairs thus far this year. These repairs will not extend the life of the vehicle. Mr. Dowson stated the DPW has received 20 years of good use.

Mr. Dowson stated the roof at the DPW site will need repair because there are tarps being used now. The estimated cost is \$300,000.

A Straw Poll was taken to add \$40,000 to the Capital Budget to purchase a Pickup Truck to replace Truck #732. Straw Poll Vote: Ariemma, no; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

A Straw Poll was taken to reduce Account #C06-203 to \$137,000. Straw Poll Vote: Ariemma, yes; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

OFFICE OF EMERGENCY MANAGEMENT

Hermansen asked that OEM break down their explanation into three categories; Build Out, Radio and Savings.

Mr. Ray Roe and Mr. Stu Blank distributed a chart of payments of grants for OEM and explained their budget.

Sbarra asked why Account #G01-244 was reduced. Business Administrator indicated the Township has received Grants for this. Mr. Roe explained the \$44,000 is for the potential removal of the debris from the Mahwah and Ramapo Rivers.

Mr. Blank explained OEM has recovered some money from Hurricane Irene, Hurricane Sandy and various snowstorms and still in process of receiving more money.

Hermansen asked if there was extra money in Account #G01-202. Mr. Blank explained the item may have approximately \$6,000 available depending on the approval of the radios.

Mr. Blank provided information regarding the purchase of radios. Mahwah was ahead of the technology from 2000 to 2014. The general lives of the current radios are from five to nine years. Some radios currently in use are 17 years old. When the current radios break, the manufacturer has indicated the radios are no longer repairable. Overall, the infrastructure is old and there are no parts available for repair. The new system will transfer from analog to digital making the signal cleaner, better and improve signal strength. Newer cables are required because the cooper cabling is very slow and outdated.

Mr. Blank explained Motorola infrastructure and connectivity cost is approximately \$900,000. The subscriber provided a savings of \$362,801.79 if Mahwah was to purchase everything in a package. The radios would be connected in January 2018.

Sbarra asked if the Township signs the contract, how would the Township pay for the services. Mr. Blank explained the Township could pay in three parts: once the infrastructure was installed, once the radios were delivered and once the radios were connected.

Sbarra asked if the Township could pay \$900,000 this year and then the remainder next year. Business Administrator stated the funds are available to sign the contract and order by September 1 to hold the price down. There is a savings of \$54,000 in the Police Department and a portion of the subscriber units will go into the DPW and Water Accounts.

Ariemma asked if other towns have similar radios. Mr. Blank stated Ramsey purchased their radios all in one year two years ago for \$2,500,000.

Ariemma asked the Business Administrator's opinion about purchasing all at once. Business Administrator believes it is advantageous to fund the entire project and get it done all at once.

Sbarra asked if Administration could ask the Chief Financial Officer to attend the next Council Meeting and get his opinion concerning the overall debt. Business Administrator said he would contact the CFO.

May asked what is the process if the Township purchased the radios separately. Mr. Blank explained the installation would take approximately two years so the project would not be completed until 2019.

A Straw Poll was taken to reduce Account #G01-202 to \$39,800. Straw Poll Vote: Ariemma, yes; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

A Straw Poll was taken to add \$850,000 to Capital for the Radio Project. Straw Poll Vote: Ariemma, no; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

WATER AND SEWER DEPARTMENTS

Hermansen thanked the Water and Sewer Department for the lowest rates and the top service.

Water/Sewer Superintendent, Mr. Paul Scherer, stated not much has changed with the exception of the trucks.

Business Administrator suggested an increase of \$25,000 in Account #102-225 for installation of old meters. It will not affect taxes because it will be from the Water Utility Account. Mr. Scherer indicated the meters are getting older and therefore not billing properly.

On a motion by May, seconded by Ervin to add \$25,000 to Account #102-225 for installation of new meters. Roll Call Vote: Ariemma, no; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

Sbarra asked why there are increases with no significant cuts. Business Administrator explained the Debt Services was paid off and Account #7-60-601-803 had its last payment last year. The area that needs prioritizing is Water due to breaks.

Hermansen asked about the rates. Mr. Scherer stated there are problems with the meters. Rates have not been raised since 2012. The Township has one of the lowest in the County.

Business Administrator stated Account #7-60-105-219 is up \$200,000 because the Township is restricted by the Northwest Bergen County Utilities Authority (NWBCUA).

Hermansen suggested a Committee be formed with Administration to determine what projects are required. Mr. Scherer agreed.

Sbarra asked about the Road Program Breakdown. Business Administrator indicated there was money left over from the Department of Transportation Program from Hilltop Road. Business Administrator will ask the Township Engineer's Representative to email the Council on the Road Program.

On a motion by Wysocki, seconded by May, the Furnace at Annex Commodore Perry Building and the Coffee Station/Ice Maker from the Senior Center from Capital were removed from the Budget and shall be paid for directly. Roll Call Vote: Ariemma, yes; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

ADMINISTRATION

1a. 2017 Municipal Pool Rates

Business Administrator projected the same Pool Revenues of \$100,000 as last year.

Hermansen asked if there could be a Shared Service Agreement between Mahwah and Oakland so Oakland could be a part of Mahwah Municipal Pool.

A straw poll was taken to open conversation and to have Oakland residents join the Mahwah Pool with a favorable rate not an Out of Town Rate. Straw Poll Vote: Ariemma, yes; Ervin, yes; May, yes; Sbarra, yes; Wong, absent; Wysocki, yes; Hermansen, yes.

RESOLUTION

Resolution #132-17 is attached to and made part of these Meeting Minutes.

CLOSED SESSION

On a motion by May, seconded by Wysocki, Council went into Closed Session at 12:57PM for the express purposes of discussing:

C1. Affordable Housing Update

All in favor. Motion carried.

On a motion by Sbarra, seconded by Wysocki, Council came out of Closed Session at 1:31PM.

All in favor. Motion carried.

PUBLIC PORTION

On a motion by Sbarra, seconded by May, the meeting was opened to the public at 1:32PM. All in favor. Motion carried.

On a motion by Sbarra, seconded by May, the meeting was closed to the public at 1:33PM. All in favor. Motion carried.


Hermansen asked for additional \$500 in funds for the Council; Materials and Supplies Account for flowers sent for condolences. Business Administrator will handle this on Monday.

Business Administrator stated the Grievance was settled and he received a List of Union Employees to be reviewed with similar conditions. Many will not reflect on this year's budget. However, some may have some minor adjustments for this budget.

Business Administrator asked that a slight increase in the Overtime Line Item in the Administration Office be considered at a future date for the QPA.

On a motion by Sbarra, seconded by Wysocki, the meeting was adjourned at 1:40PM. All in favor. Motion carried.

Respectfully submitted,



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