

# JEFFERSON TOWNSHIP COUNCIL

## Budget/Regular Meeting

January 20, 2016

Municipal Building, Council Chambers

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### Roll Call

Present	Absent
Mr. Dunham	
Mrs. Merz	
Mr. Sanchelli	
Mr. Birmingham	
President Yocum	
Township Attorney, Lawrence Cohen	
Lori Harvin, Township Clerk	

Mrs. Harvin said, "Let the record show that Mayor Felter and Administrator James Leach are present. Also present is Assemblyman Jay Webber; Freeholder Director, Kathy DeFillippo; and former Mayor Chamberlain.

### Salute to the Flag

President Yocum asked everyone to rise and Salute the Flag.

### Notice of Presiding Officer

President Yocum said, "This Budget/Regular Council meeting for January 20, 2016, commencing at 6:00/7:00 p.m. has been properly noticed in accordance with the Open Public Meetings Act by notice to the official newspapers of the Township on January 14, 2016."

### Budget Meeting

#### 2016 Capital Budget Overview

Leach began by stating that he and Eagen have been meeting with the Council's Budget Sub-Committee. Leach said that he would like to suggest that additional monies be budgeted for the Abenacki Trail Water Project for the paving of the roads.

The Overview began with the 2016 Capital Projects.

#### Administration

- **Request: Main Copier** **\$20,000.00**

Eagen explained that there have been a few issues with the main copier. Eagen stated that the copier may last for another year, but it may be best to put some money in the Capital Budget for this equipment.

#### Historical Society

- **Request: Interior Improvements** **\$3,750.00**
- **Request: Exterior Improvements** **\$1,500.00**

Leach explained that they have increased their operating budget for environmentally controlled storage space. Dunham said that the Budget Committee discussed the plan to take space in the front of the Health Center and fix the interior stairs to utilize the space on the second floor for storage. Yocum recommended that a question mark be placed by this item.

#### Buildings & Grounds

- **Request: Carpet** **\$12,000.00**
- **Request: Furniture, etc.** **\$2,000.00**

Leach said that the Court offices need new carpet and paint. This is a big project and a contractor will have to be hired.

#### Fire Company No. 2

- **Request: Fire Boat** **\$300,000.00**

Leach said that he would like to have the Chief come in to speak about the Fire Boat. Leach said this is a metal, aluminum boat and it is used for rescues on the Lake also. Leach said that Jefferson has Raccoon Island with about 65 house; Halsey Island with about 30-35 houses and smaller islands with single houses that the other towns do not have. The islands do not have their own fire protection. Sanchelli asked if the boat would be used for mutual aid. Leach said that it would. Leach said that the boat can be

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used to pump water directly out of the Lake to be used for firefighting on land. Yocum asked the age of the current boat. Leach said the first boat is about 30 years old and about 7-8 years ago a yacht surveyor was hired to inspect that boat. At that time, work was done on the boat. Yocum said that he would have hoped more planning would have gone into this expenditure. Leach said that he is not sure that the boat has to be purchased this year. Dunham recommended that letters be sent out to the towns where mutual aid may occur to ask for some funds. Leach said that the Fire Department has a "gofundme" site set up and they are planning to do some fundraising. Sanchelli asked if invoices can be sent out when mutual aid is rendered. Leach said that in Morris County mutual aid is not invoiced except for expenditures. Leach said he is not sure about the set up for Sussex County. Leach said the money would be appropriated for this expenditure, not borrowed. Sanchelli asked if the Chief can come in to the meeting and Leach said he will put him on the schedule.

### Milton First Aid Squad

- **Request: Ambulance** **\$165,000.00**

Leach said that this week he received an email from the Milton First Aid Squad asking for the appropriation of money this year for a new ambulance. Leach said that this should have been done in November and that is the reason why it is not included in this Budget. The Council reviewed the Squads current vehicles; one vehicle with approximately 60,000 miles; vehicle purchased in 2014; third vehicle which is a diesel with approximately 60,000 miles. Leach said that their maintenance costs are starting to rise for the 744. Dunham said that vehicle is not used very often because it is very large. Yocum said that the Council may want to talk about partially funding this year for a purchase in the future. Leach said that the squad can begin working on specs now because it will take a while. Eagen said that in 2012, \$290,000 was budgeted for two ambulances, one for each squad.

### Police Department

- **Request: Weapons** **\$13,145.00**

This line item includes: sightings; lightings for new rifles and handguns for new officers.

- **Request: Four Wheel Drive Vehicle** **\$30,000.00**

Leach said that the Police will come in to speak about this vehicle. This is to replace the 2011 Chevy Tahoe in the Traffic Bureau with +75,000. Dunham asked if this vehicle can be used another year. Yocum said this will be revisited.

- **Request: Light Bars** **\$12,100.00**

Replace light bars in vehicles; replace two year/parts issue.

- **Request: Firearms Range Remediation** **\$40,000.00**

Yocum asked Leach if the Police can provide information in writing prior to their presentation before the Council. NRA Grant application has been filed.

- **Request: Mobile Video Recording System** **\$30,000.00**

Leach said that the State mandated Recording Systems for new vehicles. Dunham asked if this should be funded prior to the outcome of the lawsuit regarding unfunded mandates. Leach commented that new vehicles must have the recording systems but older vehicles do not have to be retrofitted.

- **Request: Radar Trailer** **\$8,670.00**

Merz commented that the Committee spoke to the Police about going back and getting an estimate on the specific areas where these might be used in comparison to whether it seemed logical to replace this with a number of stationary signs.

### Communications

Yocum commented that representatives will be coming in to discuss these items.

- **Request: Video Cameras** **\$110,000.00**

Leach commented that this item is a security system for the Municipal Building. There are cameras around the property that are monitored by the dispatcher desk. This item will be explained by the Police when they come in to a budget meeting.

### Construction Code

- **Request: Vehicle** **\$27,000.00**

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### Municipal Building, Council Chambers

Leach said that there is a lot of building going on in Mount Arlington right now so this is a good year to pick up a new vehicle.

- **Request: Office Furniture** **\$4,000.00**  
Furniture for the Building Department.

### Camp Jefferson

- **Request: Architectural Plan for Camp** **\$20,000.00**

Eagen explained that a Plan was inspection and plan was done for the Camp and all the buildings. Leach said this would encompass phase 2 of the project.

### OEM Stipend/Matching State Funds

Yocum said that he asked to have this put on the Agenda tonight. Yocum said that there is a window up to \$20,000 for the position that Mangold holds. Yocum explained that the Township receives a \$5,000 matching grant for the \$5,000 that the Township pays him. This year the town got a grant of \$7,000 which would increase his salary to \$14,000. Yocum said that he would like to propose that his stipend be increased to \$14,000. Merz said that this was a 40 percent raise and that is why the Committee asked for a job description. Then they were also given the totals that he has brought in: \$500,000; \$100,000; \$200,000. Merz said that \$4,000 is not unreasonable with the number of hours that he works.

### Jefferson Arts Committee 2016 Request

Carol Punturieri and John Focacci came forward. Focacci stated that every year it gets more expensive to run the Jefferson Day Celebration. Punturieri stated that this year is the 30<sup>th</sup> year celebration. Last year the Township's donation was \$23,000 and this year the Committee is requesting \$30,000. Yocum said that the Council understands the rising costs and the Council is aware of the Committee's large volunteer efforts. The Council discussed ideas for changing Jefferson Day in the future. Sanchelli asked what the number would be if the day portion of Jefferson Day was suspended and the evening concert and fireworks was kept.

Yocum asked for Sanchelli and Merz to sit down with the Arts Committee to see what direction they would like to go in for the future. Yocum asked if they Council has an objection to the \$30,000. Merz said that at this time she does, because she would like to see where the additional \$7,000 is coming from.

Yocum announced that the new Superintendent of Schools, Patrick Tierney, is here this evening. Tierney said that it is a pleasure to be here this evening. Tierney said that he likes to develop a good working relationship between the Board and the Township. Yocum said that the Township is very lucky to have a strong, open working relationship with the Board of Education and Superintendent. Leach said that Council has occasional meetings with the Board of Education and the Mayor would like to have another one set up.

### Recess

The meeting adjourned for Recess at 7:01 p.m. and reconvened at 7:09 p.m. Sanchelli did not return to the meeting after recess.

### Regular Meeting

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### Report of Library Board of Trustees

Seth Stephens and Michael Stewart came forward along with Library Board member, Margret "Peg" Holbrook. Stewart said that \$135,000 was spent on the redesign of the interior of the building. Stewart commented that the Library is consistently receiving compliments on the wonderful staff. Stewart requested that the Administration send someone from the Police Department to help create an Emergency Plan and Training for the Library Staff.

Yocum commented that in this time of tremendous change the Library Board and Director have been innovative and have stayed up to date on the things that people want and need. The Library continues to be a place that people can utilize for recreation and resources. Yocum said that he is proud of the job that the Library Board, Director and staff are doing. Merz said that she appreciates the Director's monthly reports. They are very succinct and give a good insight. Merz said it is great that the Director continues to provide those reports. Dunham thanked all the members of the Board for being good stewards of the building. Dunham said that it is important to stay within the budget and he commended them for doing just that. Dunham thanked the Board for presenting such timely programs for all ages and for providing a place where everyone is comfortable. Dunham thanked the Board for working cooperatively with the Administration. Birmingham said that he knows that years ago there were concerns that the access to the Library through the website would diminish the use of the physical building, however, through programs and redesign of the building, patrons are still visiting the Library.

Stephens said that some challenges include budgeting for the retirement of staff and maintaining the hours of the Library. Dunham asked Stephens to keep the Council and Administration aware of any changes. Stephens said that it is important that communication continue between the Library and the Council.

### Approval of Minutes of Previous Meetings

- January 6, 2016 Reorg/Regular All Members Present
- January 6, 2016 Executive All Members Present

**Motion:** Merz, second Dunham

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

### Council Reports

- **Motion: Authorize Payment to Medicare in the amount of \$554.00 For Application Fee**

**Motion:** Birmingham, second Dunham

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

### Administrative Reports of Mayor and Administrator

Leach said that he has no report this evening.

### Council Reports

Dunham asked the Administrator about the letters that the Council has in their mail which refer to properties that have been taken over by HUD and if the taxes are paid on those properties. Leach said that he will check on this tomorrow and report back to the Council.

Merz thanked the Administration for all the meetings with the Council's Budget Subcommittee. Merz said that the Committee's meetings make it possible to go through

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### Municipal Building, Council Chambers

the budget on a deeper level and ask questions prior to the Council's Budget meetings so the Committee can report back to the full Council. Merz asked the Administrator about the next date for the Committee's meeting.

Merz reported that she attended the installation dinners for the Milton First Aid Squad and the Fire Department. Merz said that it is a pleasure to be invited and commented that it is nice to see the active and new members in an informal setting.

Birmingham said that he also attended the installation dinners and it is a highlight and honor to attend. Birmingham said that Jefferson's volunteers are all fabulous and dedicated.

Yocum said that the Budget Committee is the best change that the Council has made in the Budget process. Yocum said that he appreciates all the efforts of the members of that Committee. A lot of hours and extra work goes into the process and it helps put the Budget and all the items into perspective for the Council.

### Miscellaneous/Public Portion

No one came forward.

### New Business

#### Ordinance for First Reading

ORDINANCE #1-16: ORDINANCE AMENDING JEFFERSON CODE BOOK CHAPTER 130, ENTITLED "VEHICLES AND TRAFFIC" AND MORE PARTICULARLY SUBSECTION 130-40 ENTITLED "SCHEDULE XV: TURNS PROHIBITED" IS OFFERED FOR ADOPTION ON FIRST READING WITH SECOND READING AND FINAL HEARING SCHEDULED FOR FEBRUARY 3, 2016

**Motion:** Dunham, second Birmingham

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

### Resolutions

**Resolution #16-7:** Authorize Professional Services Contract with Ferraioli, Wielkotz, Cerullo & Cuva, Auditor for the period ending December 31, 2016 (Cert Avail Funds) **(11-A)**

**Motion:** Merz, second Dunham

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

**Resolution #16-8:** Approval of Bills **(11-B)**

**Motion:** Merz, second Birmingham

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

**Resolution #16-9:** Authorize Passage of Consent Agenda **(11-C)**

**Motion:** Birmingham, second Yocum

Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent

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President Yocum                      Aye

### Miscellaneous/Public Portion

No one came forward.

### Adjournment at 7:35 p.m.

<b>Motion:</b> Merz, second Dunham	
Mr. Dunham	Aye
Mrs. Merz	Aye
Mr. Birmingham	Aye
Vice President Sanchelli	Absent
President Yocum	Aye

**Dated:** January 20, 2016

Attested:

Approved:

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Lori Harvin, Township Clerk

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Richard W. Yocum, Council President