

JEFFERSON TOWNSHIP COUNCIL

Budget/Regular Meeting

February 9, 2011

Municipal Building, Council Chambers

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Roll Call

Present

Mr. Dunham
Mrs. Merz
Vice President Birmingham
President Yocum
Larry Cohen, Township Attorney
Lori Harvin, Township Clerk

Absent

Mr. Sanchelli
Arrived 7:00 p.m.

Mrs. Harvin said, "Let the record show that Mayor Felter and Administrator James Leach are present."

Salute to the Flag

Yocum asked everyone to rise for the Pledge of Allegiance.

Notice of Presiding Officer

President Yocum said, "This Budget/Regular Council meeting for February 9, 2011, commencing at 6:00 p.m. has been properly noticed in accordance with the Open Public Meetings Act by notice to the official newspapers of the Township on February 3, 2011."

Budget Meeting

2011 Municipal Budget

- Capital Budget Overview

Leach commented that the Capital Budget was distributed to the Council as received from the Department Heads. The goal is to bring the Capital Budget to \$1 million. Right now there are \$1,544,000 worth of projects in the Budget which will have to be pared down. Included in the Budget are aggressive Road Paving and Drainage projects, plans for Recreation, Communications and Technology.

Leach explained that there is a timeline for ordering Police cars and if there is Council authorization, the paperwork can begin tomorrow. Chief Craig explained that the police fleet is turned over every two years with cars that come off the road recycled for municipal purposes. Craig said that this year is imperative because 2011 is the last year for the Crown Victoria model. Craig explained that having to switch models would involve issues with outfitting the vehicles differently from the rest of the fleet. After this year, the Department will have 2 years to research the new models and decide what will be most cost efficient. Yocum asked how long this plan has been in operation and Leach said for about 16 years. Yocum said that when the Administration and Police Department first came to the Council with this idea, there were several reasons, including, the cost savings and because at that time there were police vehicles on the road in an unsafe condition. Yocum said that this plan ensures a cost savings and the vehicles are better maintained than they were 20 years ago. Leach commented that the town has a significant inventory of Crown Victoria parts and those can be used if there is another purchase of that model car. Dunham asked what happens to the old vehicles when the new ones are purchased. Leach said the vehicles are trickled down from front line patrol cars, to second line patrol, to unmarked cars, to municipal purpose cars and finally they are sold for junk. Craig explained that the order for the vehicles must be placed before March 1.

- Communications and Technology
Shawn Hopkins, Eric Wilsusen and Joseph Kratzel came forward.

Communication Equipment

Various departments including Police, both Fire Companies and Rescue Squads
(Down \$7,000 from last year) Includes two way radios and \$5,000 for Portable Radios for the Police Department

\$40,000.00

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Wilsusen explained that the replacement of the portable radios is on-going and about half are replaced each year.

Police Computer Equipment (Down \$3,000 from last year) Includes normal upgrade of PC Servers and ongoing program.	\$35,000.00
Township Computer Equipment (Up \$10,000 from last year)	\$50,000.00
Virtualization Plan for Police Dept. (Up \$10,000 from last year)	\$19,000.00

Wilsusen explained that the plan is to complete a Virtualization Plan on the Police side similar to the one that Hopkins completed for the Township last year. This plan will reduce servers.

Hopkins explained the integration of the three facilities; the Administration, Police and DPW with the cable for phones and computers. Hopkins explained that virtualization is the shared storage area on two servers which mirror each other. Multiple virtual servers can be placed on the two servers to share the resources. Hopkins said that 5 or 6 virtual servers can be placed on the one operating system. Dunham asked how the data is backed up. Hopkins said that currently an image is saved on the server and then backed up on tape. There is capital from last year to set up a disaster recovery site at the DPW. Hopkins detailed recovery procedures. Yocum asked about the system's security. Hopkins said that Best Practices Procedures are in place along with a layer of Firewall, Antivirus software, and experts in the field have come in to consult and assess the setup. Yocum said that virtualization sounds like it will enable them to maximize the equipment they already have.

Yocum asked what the \$19,000 represents. Kratzel said it would provide 2 new servers and a SANS. Yocum asked that a copy of the quote be forwarded to the Clerk's Office for distribution to the Council. Dunham asked if the yearly capital expenditures for computer/communications will continue. Hopkins said it should eventually go down. The virtual center was built 3 years ago, last year it was upgraded and now the virtual desktops will be created.

Hopkins asked the Council to contact him regarding the laptop replacement. Yocum asked the Council to contact Hopkins individually.

Recess

The Council adjourned at 6:55 p.m. and reconvened at 7:07 p.m.

Regular Meeting

Honor Jefferson Township Police Officer of the Year

Chief Craig explained that awards are periodically given out to officers that go above and beyond. The criteria for the Award includes the candidate's attitude toward the Department and the Profession, overall job performance, attendance record, initiative, cooperation with peers and supervisors, accepting constructive criticism, projected appearance and overall performance. Craig announced the 2010 Officer of the Year, Corporal Bryan Cristie.

Craig stated that Corporal Cristie has been with the Department for 20 years. He is a lifelong resident of Jefferson Township and has been assigned to the Patrol Division since completing the Police Academy. He was appointed to the position of Corporal in 2005 and as such acts as a Squad Supervisor in the absence of his Sergeant. He has received several department awards including numerous commendations for total DWI arrests in a year, 3 honorable service awards for arrests involving drugs and firearms and the Chief's Achievement Award in 1998. Cristie is the first two time recipient of this Award. He is consistently a leader in the Department in the area of motor vehicle and

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DWI enforcement. Craig stated that his job performance, initiative and attendance are exemplary. He is always conscientious, prepared and is well respected by his peers and supervisors.

Cristie expressed his appreciation and stated that it is an honor to be recognized and appreciated for his work. Cristie said he is happy to serve the community for the past 20 years. Cristie then introduced his wife Erica, his sons Andrew and Owen, and his daughter Sarah.

Appointment of Firefighter for Fire Company No. 1: Kyle J. Kraljevich

Yocum asked Chief Gerry Brown and Firefighter Kyle J. Kraljevich to come forward. Mayor Felter administered Kyle's oath while Chief Brown held the bible. Yocum presented Kyle with a Certificate of Appreciation along with a Township pen and pin. Yocum thanked Kyle for providing his services to the Township as a firefighter.

Proclamation for Daffodil Days Presented to Jefferson High School DECA (16-A)

Melissa Kwiecinski and a student representative from DECA came forward and Mayor Felter read the Proclamation recognizing DECA's participation in Daffodil Days.

Approval of Minutes of Previous Meetings

Closed Session Minutes for Approval Only, Not for Release

January 19, 2011 Regular Meeting
January 19, 2011 Executive Session

Motion: Merz, second Dunham

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

Council Reports

- Budget Meeting Dates: February 16 and March 2, 16 @ 6:00 p.m.

Motion: Dunham, second Merz

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

Dunham reported that he rode in one of the DPW trucks with Bill Hine and it was quite an education. Dunham said he attended the installation of Officers for Fire Company No. 1 and the Rescue Squad. He attended the Library Board Meeting and they seem to be very cooperative. Dunham said he also participated in the Labor Mediation Meeting between the Township and the White Collar Union representatives.

Birmingham reported that he also attended the Jefferson Rescue Squad installation and he offered his congratulations to Kathy Jacoby the new Chief. The Squad has a significant number of members and it is a testament to the town. Birmingham also attended the installation dinner for Fire Company No.1. Birmingham said he spoke to Hopkins today regarding the revaluation and so far there have only been 4 appeals. With the adjustment in the assessments, there should be a decrease in legal fees do to less tax appeals. Birmingham said that he spoke with the Administration and Yocum regarding memorials in town for those who have contributed so much over the years. Birmingham suggested that the Council cabin be used as a place where people can set up memorials. Boy Scouts and Girl Scouts may want to work on projects around the area. A community garden can be set up around the outside. Yocum asked Felter and Leach to get together with members of the Recreation Department to explore this idea. Felter said he will present a report to the Council.

Merz commented that it is very difficult to come up with a way to give honor and

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respect to those who have contributed to the community. Merz said that the Council and Mayor's Office should always be made aware when things are going on so these individuals can be acknowledged at the meetings. Merz commented that the installation dinners are a wonderful opportunity to honor those people who are serving the Township.

Yocum had no report.

Administrative Reports of Mayor and Administrator

Felter reported that the first meeting of the Trails Committee will be Tuesday, March 1, 2011 at 7:00 p.m. at Camp Jefferson.

Appointment of Firefighter for Fire Department No. 2: Andrew F. Hutnik

Yocum asked Chief Tom Jardines and Firefighter Andrew F. Hutnik to come forward. Mayor Felter administered Andrew's oath while Chief Brown held the bible. Yocum presented Hutnik with a Certificate of Appreciation along with a Township pen and pin. He then thanked Andrew for providing his services to the Township as a firefighter.

Administrative Reports of Mayor and Administrator

Felter said he would like to thank the DPW for the hard work this winter. Birmingham said that the Council has made a number of comments recognizing the DPW and perhaps those comments can be summarized for the DPW. Yocum asked that something be memorialized in writing from the Council that can be posted for the members of the DPW.

Leach reported that starting tomorrow the DPW will begin filling potholes. Leach reported that as a follow up to the concerns of Councilman Birmingham he sent the County Superintendent of Public Works a letter regarding Berkshire Valley Road from the Taylor Road Bridge down to mile post 3.5. The County was also asked about the condition of Edison Road.

Yocum said he would like to make a brief statement regarding the Lake Swannanoa issue. No decisions have been made on any assessments for the Dam repair up to this date. The Executive Session scheduled for this evening is for a discussion with the attorney on potential litigation in dealing with the Dam repair. No meetings have been held to discuss the Council's position on this matter. Before a decision is made, there will be a public hearing. Yocum said it is an important, emotional issue that affects many people.

Cohen said he requested the Executive Session because he received communication from the attorney for the Lake Swannanoa Homeowners' Association who has indicated certain legal positions and potential for litigation. Cohen explained that when he discusses that with the Council, the State Law says that it should be done in Executive Session. It is not for the purpose of debating anything that should be debated in public. Cohen said the discussion will be very limited and he is only informing the Council and answering any legal questions that may have been raised. Yocum agreed that there will be no other discussion in the Executive Session.

Miscellaneous/Public Portion

Yocum opened the meeting up to the public for questions or comments.

Daniel Mullen of 10 Hopi Trail came forward and said the reason he came to the meeting tonight was because of the Executive Session. Mullen asked if it is necessary for a citizen to have an attorney to have justice since there is an attorney sending letters to Mr. Cohen. Mullen asked if those who feel they should not be part of an assessment should find legal representation.

Yocum said he cannot advise anyone whether or not they should seek legal representation. Yocum then said that the process will go according to the law. Built into

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the process will be time to react if a decision is made that a resident feels is adversely affecting them.

Cohen said he has received communications from the attorney for the Lake Swannanoa Association and he will make sure that the Clerk has the full packet of all the letters that were sent to him by the attorney so they are available for inspection. Cohen said that his communication to the Council, as their attorney, will not be made public at this point.

Mullen said he would just like to reaffirm his position that in all the years he has been in the town the lake has not been of benefit to him. There is a history of being chased from the property that continues to the present.

John Leccacorvi of 17 Hopi Trail came forward and said he would like to support what Mr. Mullen has said. Leccacorvi said that it is unfair, unjust and unconstitutional to even approach the tier tax system wherein tax money will be given to private citizens who own a private lake and private dam.

Yocum said that once again he would like to reiterate that there has been no decision as to how the assessments are going to be made.

Yocum closed the public portion of the meeting.

New Business

- Discussion: Recycling of Tires – Proposed New Fee Ordinance

Leach stated that the Council has received the proposed information for the collection of tires at the recycling center and the proposed tipping fees. Merz said she thinks this should move forward. Birmingham agreed as long as there is an orderly process. Leach explained that there will be a closed container which will be emptied by the vendor when full. Dunham asked if this will cost the Township money. Felter said the fees will cover any cost and the collection will be during recycling hours. Leach explained that ID must be shown to drop off tires and the fee can be paid at the Municipal Building or at the Recycling Center on a Saturday with a check. Leach explained that the dumping of tires at the side of the road is a problem. Felter said that this will be a convenience to the residents.

Ordinances for First Reading

ORDINANCE # 1-11: Amending Chapter 321 of the Jefferson Township Municipal Code Entitled "Noise" is offered for adoption on first reading with second reading and final hearing scheduled for March 2, 2011

Motion: Merz, second Birmingham

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

ORDINANCE # 2-11: Amending Chapter 7 of the Jefferson Township Municipal Code Entitled "Administration of Government" and Chapter 114 Entitled "Records, Public Access to" to Provide for an Amendment to Police Department Fees is offered for adoption on first reading with second reading and final hearing scheduled for March 2, 2011

Motion: Birmingham, second Yocum

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

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Resolutions

- Resolution #11-15:** Appropriation Transfer for 2010 (19-A)
Motion: Dunham, second Yocum
- | | |
|---------------------------|--------|
| Mr. Dunham | Aye |
| Mrs. Merz | Aye |
| Mr. Sanchelli | Absent |
| Vice President Birmingham | Aye |
| President Yocum | Aye |
- Resolution #11-16:** Temporary Budget for 2011 Amendment (19-B)
Motion: Dunham, second Yocum
- | | |
|---------------------------|--------|
| Mr. Dunham | Aye |
| Mrs. Merz | Aye |
| Mr. Sanchelli | Absent |
| Vice President Birmingham | Aye |
| President Yocum | Aye |
- Resolution #11-17:** Approval of Bills (19-C)
Motion: Merz, second Birmingham
- | | |
|---------------------------|--------|
| Mr. Dunham | Aye |
| Mrs. Merz | Aye |
| Mr. Sanchelli | Absent |
| Vice President Birmingham | Aye |
| President Yocum | Aye |
- Resolution #11-18:** Authorize Passage of Consent Agenda Item #1, Change word from Termination to Re-Establishment (19-D)
Motion: Birmingham, second Dunham
- | | |
|---------------------------|--------|
| Mr. Dunham | Aye |
| Mrs. Merz | Aye |
| Mr. Sanchelli | Absent |
| Vice President Birmingham | Aye |
| President Yocum | Aye |
- Resolution #11-19:** Executive Session: Potential Litigation-Lake Swannanoa Dam Pending Litigation-State of New Jersey, Tax Director's Ratio (19-E)
Motion: Merz, second Dunham
- | | |
|---------------------------|--------|
| Mr. Dunham | Aye |
| Mrs. Merz | Aye |
| Mr. Sanchelli | Absent |
| Vice President Birmingham | Aye |
| President Yocum | Aye |

Miscellaneous/Public Portion

No one came forward.

Recess

The Council adjourned at 8:08 p.m. and reconvened at 8:39 p.m.

Adjournment at 8:45 p.m.

Motion: Merz, second Yocum

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

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Dated: February 9, 2011

Attested:

Approved:

Lori Harvin, Township Clerk

Robert Birmingham, Council Vice President