
TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY

Minutes of: Township Council Special Meeting
Date of Meeting: February 12, 2007
Time of Meeting: 7:00 P.M.
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Mayor Joseph Di Donato called the Special Meeting of the West Milford Township Council to order.

Adequate Notice Statement

Mayor Di Donato read the following statement:
Please note that in accordance with Chapter 231, Public Laws of 1975 of New Jersey, adequate advance notice of this special meeting was advertised in the Herald News in its issue of February 9, 2007; copies were provided to the Record, Star Ledger, Suburban Trends and Greenwood Lake News and posted continuously on the bulletin board in the main corridor of the Town Hall and on file in the Office of the Township Clerk.

Pledge of Allegiance

Mayor Di Donato led all in attendance in a salute to the flag.

Roll Call

Present: Councilmembers Philip Weisbecker, Joseph Smolinski (arrived @ 7:09 p.m.),
Salvatore Schimmenti, Robert Nolan, James Warden (arrived @ 7:21 p.m.),
Carmelo Scangarello, Mayor Joseph DiDonato
Absent: None.
Also Present: Township Administrator Richard Kunze, Township Clerk Antoinette Battaglia,
Township Chief Financial Officer Arthur Magnotti,

Budget Overview

Mayor DiDonato noted that the Council will review the Capital budget at tonight's meeting. Administrator Kunze invited representatives from the First Aid Squad to come forward to speak with the Council about their Capital requests. Jack Cronen advised the Council that the First Aid Squad submitted a request for a new ambulance this year because the current vehicles are subjected to much use. The ambulance they are hoping to replace has over 106,000 miles and, based on idling time that all ambulances are subjected to, the actual mileage is really in excess of 200,000 miles. A second vehicle has over 78,000 miles and they expect to request a replacement for that vehicle next year. The ambulance squad has also suggested that Council consider a re-chassis of both vehicles this year instead of replacing one. He advised that a committee has been formed to research re-mounts versus purchasing a new vehicle. He expects that the committee will issue a report in the near future. He noted that Upper Greenwood Lake is anticipating submitting a request for a new ambulance next year.

Mr. Cronen gave an overview of all the vehicles in the ambulance squad. While the Township has been purchasing ambulances since 1993, the ambulance squad provides all the equipment. In response to a question posed by Councilman Scangarello, Mr. Cronen stated that the most effective way to purchase an ambulance is to buy directly from the manufacturer because the chassis is very specific to ambulances. The trade-in value of the old ambulance is approximately \$13,000 to \$14,000, which has not been factored into the estimate presented to Council. He stated that the ambulance squad generally rotates all vehicles between the various houses and the day and night crews to equalize mileage. The Council thanked Mr. Cronen for attending tonight's meeting.

Administrator Kunze invited Fire Commissioner Mike Woch to address the Council about the Fire Prevention and OEM Capital requests. Mr. Woch stated that the OEM continues replacement and funding for generators for the fire departments in town. They are requesting \$30,000 this year for that purpose. He has applied for a grant through FEMA and if the grant application is approved, this appropriation will not be necessary. He noted that these generators are important in emergencies. A request has also been submitted for a new vehicle for the Fire Marshal and OEM Coordinator. The vehicle would be used for Search & Rescue and for the Fire Inspector. The current vehicle has very high mileage and the estimate is based on a Dodge Durango under State contract. Mayor DiDonato, on behalf of the Council, thanked Mr. Woch.

Administrator Kunze invited the Township Engineer, Richard McFadden, and the DPW Superintendent, Gerald Storms, to speak to the Council about their Capital requests. He noted that the bulk of these Capital requests are related to roads. Mr. McFadden gave an overview of the method used to determine the estimates for road work. He stated that he uses a management system that requires review, ranking, and maintenance strategy for road repairs throughout the Township. West Milford maintains 146 miles of road and, in his opinion, the Township must resurface eight miles of road and reconstruct two miles of road each year. The roads are deteriorating faster than they can be repaired because previous road maintenance resurfaced just over three miles per year. Since 2002, the Township has been on target with road

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maintenance. The Township utilizes in-house engineering, the DPW does the prep work, and contractors are hired to perform the road work. It generally costs \$5.2 million per year. In 2007, the Engineer is requesting \$4.9 million for road work which sum includes grant funds. He noted that it is important that regular maintenance schedules be maintained to prevent roads from falling into a state where reconstruction becomes necessary. He reviewed the process for determining which roads will be repaired or reconstructed in any given year. He noted that the work includes guide rails, drainage repairs, rehabilitation to conform to stormwater regulations, rock removal, and striping. West Milford has approximately seventeen miles of non-township dirt roads that will be discussed at a Workshop meeting in the near future. In 2007, West Milford will continue work on Warwick Turnpike with funding from a DOT grant. He reviewed specifics of this project. The Council discussed with the Engineer specific road projects scheduled for 2007 including studies for traffic signals. The Council instructed that the study costs be appropriated in the Engineering budget rather than in the Capital budget. Administrator Kunze noted that the Township cut back on the road program last year because of budget constraints. He asked for Council for consideration of Capital for the road program in advance of adoption of the budget so that bond ordinances can be in place for these road projects. Mayor DiDonato instructed that this be placed on a Workshop agenda for discussion. Mr. McFadden explained the cycles of road maintenance and the benefit of having an annual road maintenance schedule.

Mr. Storms stated that the DPW is requesting replacement of two vehicles in 2007. One is a mason dump truck to replace a vehicle that is not currently road worthy. The other is for a tandem dump truck as part of the regular replacement schedule. The current truck has frame problems. He advised Council that new emission standards have increased the lead time for delivery and likely means increased cost for the vehicles. The DPW is also requesting gas detectors which are an OSHA requirement for confined space entry and would replace non-functioning meters. Mayor DiDonato and the Council thanked Mr. Storms and Mr. McFadden for their presentations at tonight's meeting.

Councilman Nolan left the meeting at 8:33 p.m.

Administrator Kunze advised that Fire Commissioner Ed Steines is present to discuss the Fire Departments' Capital requests. Mr. Steines stated that the fire departments are requesting one replacement air cascade system and one upgrade. The system that will be replaced cannot attain the needed capacity. The new system has a life span of about fifteen years. They are also requesting that Engine 3 for the Greenwood Forest Fire Company be replaced as part of the replacement schedule. The current rig is about twenty years old and they intend to replace it with a pre-engineered vehicle. They are also requesting a fire boat to fight fires in the homes located on the islands in lake communities. The requested appropriation is \$472,500. The new fire truck is estimated to cost approximately \$385,000 and the remaining funds could be used to purchase the fire boat. He will get the actual cost estimate for the boat to the Council as soon as possible. The Council thanked Mr. Steines for attending tonight's meeting.

The Director of Parks & Recreation, Renee Palermo, addressed the Council about the Capital requests from the Parks and Recreation Department. She advised that they are requesting \$35,000 for facilities upgrades. \$25,000 would be used to upgrade Farrell Field and \$10,000 for the other recreation facilities. These estimates are based on the actual costs in 2006. She listed the priorities for 2007. They are requesting funding for a storage facility at Hillcrest. The State Division of Youth and Family Services (DYFS) has advised that the swimming dock at Bubbling Springs must be updated and thus she has submitted a request for funding to effectuate this. Noting that the Parks & Recreation Department has requested funding for a portable light for two years, she advised that it is again being requested this year. This lighting would be used for night games and practices at various fields as well as numerous town events. She is also requesting funding to replace a tractor and field conditioner to replace equipment that is very dated. This equipment is used for maintenance at Bubbling Springs and Township fields. The Mayor, on behalf of the Council, thanked Ms. Palermo for her presentation.

Police Chief Paul Costello addressed the Council on his budget's Capital requests. He noted that the request for communication upgrades relates to the housing of communication equipment and is part of the Township's communication system. There may be construction costs to reconfigure Town Hall to house the new system. Because of safety issues and concerns, Administrator Kunze requested that the Council authorize the bonding for this system immediately. Council gave consensus to proceed. Chief Costello advised that the Capital request for body armor is part of the annual replacement program. He stated that there is a requested appropriation for digital mobile video recorders to replace the current VHS system. This will allow access to records, will provide the ability to create reports and to review data in real time. It can be triggered to record manually or when a police officer turns a vehicle's lights on. He is also requesting that the utility vehicle be replaced. This vehicle is used to carry cones, barricades, and other supplies and a new vehicle could be used for a variety of other functions too. He stated

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that the current vehicle cannot pass inspection without major costly repairs. Councilman Weisbecker asked why other vehicles cannot be used to pull trailer and meet these needs. Chief Costello stated that the Township only has 4-5 police officers who can drive a truck pulling a trailer and there are serious concerns about this process in inclement weather. In response to a query from Councilman Weisbecker, Chief Costello advised that the ambulance in his fleet is used for the special operations unit. He will have the mechanic give the Council a full report on the vehicle and its possible uses. He stated that storage is a major issue for his department and he is seeking funding for a storage container. He is also requesting funding for light bars and cages for police vehicles. This would provide for greater safety for police officers and reduce the draw on each vehicle's battery. He will provide more data to the Council about the LED lights. The Council thanked Chief Costello for his presentation tonight.

Administrator Kunze advised that there are also Capital requests for computer hardware which is the annual PC replacement program as well as software upgrades. He advised that more information will be provided to Council. There is an allocation for furniture and fixture replacements which is done annually. An appropriation has been made for a new telephone system.

The Township Clerk advised the Council that she has requested Capital funding for a new document imaging system. This system would conform to state regulations and mandates and would be part of the process to bring the Township to a paperless system of records management. She discussed records retention and the benefit of a document imaging system.

Administrator Kunze stated that he is doing an analysis of all vehicles in the Township fleet in the hopes of creating a replacement schedule for these vehicles. He is also researching the possibility of having a key access control system to the building. There is also a Capital appropriation for building renovations for the Police Department and Court Offices. There are mandated security upgrades which may well require a reconfiguration of office space throughout all Township offices. Councilman Weisbecker requested a breakdown of the cost estimate.

Public Comments

Mayor Di Donato opened the meeting to the public. There was no public in attendance.

Councilman Weisbecker made a motion to close the public portion of the meeting.

Moved: Weisbecker Seconded: Scangarello
Voted Aye: Weisbecker, Smolinski, Schimmenti, Warden, Scangarello.
Voted Nay: None.
Motion carried.

Adjournment

There being no further business to come before the Council, the Township Council adjourned the meeting at 9:35 p.m.

Moved: Smolinski Seconded: Weisbecker
Voted Aye: Weisbecker, Smolinski, Schimmenti, Warden, Scangarello.
Voted Nay: None.
Motion carried.

Approved: February 28, 2007

MAYOR JOSEPH DIDONATO
PRESIDING OFFICER

ANTOINETTE BATTAGLIA
TOWNSHIP CLERK