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**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Township Council Special Meeting  
Date of Meeting: April 25, 2012  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 1 of 5

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Mayor Bettina Bieri called the Special Meeting of the West Milford Township Council to order.

**Adequate Notice Statement**

Mayor Bieri 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 published in the Herald News on April 15, 2012; copies were provided to the Record, Star Ledger, Suburban Trends 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.

Please also make note of all fire and emergency exits – located to the left, right, and rear of this room - for use in case of an emergency. Thank you.

**Pledge of Allegiance**

Mayor Bieri led all in attendance in a salute to the flag.

**Roll Call**

Present: Councilmembers Ada Erik, Joseph Smolinski, Michael Ramaglia,  
Edward Rosone, Luciano Signorino, Carlla Horton, Mayor Bettina Bieri.

Absent: None.

Also Present: Township Administrator Nancy Gage, Township Clerk Antoinette Battaglia,

Agenda No. II

**Purpose**

Review of the proposed 2012 Municipal Budget.

Various Departments  
Budget Overview

Formal action may be taken at this meeting.

Ms. Gage stated that we got a request for Relay for Life who are doing a “flock in.” They are requesting to “flock” town hall on Saturday and remove them on Sunday. Councilwoman Horton made a motion to grant approval and it was carried by unanimous consensus of the Council.

Ms. Gage advised that Mr. Ferriero is coming next week for the meeting as requested to discuss the streetscape, Marshall Hill and First/Second/Third Avenues. The Council gave consensus to begin the meeting at 6:30 p.m.

Ms. Gage advised that Mr. Semrau will be attending later tonight to speak with Council in executive session about the Greenwood Lake litigation.

Agenda No. III

**Review of 2012 Municipal Budget**

Mayor Bieri turned the meeting over to Township Administrator Nancy Gage.

Ms. Gage advised Council that the CFO, Monica Goscicki is distributing information including summary sheets of capital requests and summaries of appropriations and revenues. Ms. Gage previously provided copies of the health department budget.

Ms. Gage advised that the health department budget reflects minor reductions due to nursing programs being reduced somewhat. There was a request for a vehicle for that department because their one vehicle is out of commission and they need a vehicle for inspections. She deferred that discussion for a time when the Council goes through the capital requests.

Ms. Goscicki has reviewed outstanding capital ordinances and she believes there is already some capital monies available. There is an outstanding ordinance for a mason dump truck. Councilman Smolinski asked how we know what capital accounts we have and Ms. Gage advised that the Township has accounts which are linked to the appropriate capital ordinance. Ms. Gage stated that she has to sit with all departments to determine why the funds were not used. Discussion ensued about how the accounts are identified. Ms. Gage stated that she would like to have the time to review this and compare that funding to current funding requests. In the interim the Council could determine priorities which will provide direction. Ms. Gage stated that she has spoken with the Auditor and CFO about recommendations they would make about capital allocations this year. The Council is faced with a million

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dollar-plus request for roads and she will get the Auditor's recommendation prior to Council having to make a decision. She will ask Council next week about scheduling a final budget meeting. She will also ask for feedback in the interim.

Administrator Gage turned the meeting over to Ms. Goscicki, the CFO to address the Council. Ms. Goscicki directed Council to appropriations advising that she has prepared a summary generated in a manner similar to that provided to Council in prior years. She reviewed the document which shows comparisons to 2011 and the requests for 2012. At the end it shows the final total for the 2012 budget - \$31,181,000 which is down \$100,000 from original documents provided to Council. Last year's budget was \$30,444,000. Ms. Gage stated that she has not changed anything from the budget discussions although she has a lot of notes about possible cuts.

Revenue – Ms. Goscicki stated that total revenues correspond with appropriations. She has not touched any revenues as yet and will do that with the auditor. Ms. Gage noted that Mr. Ferraioli is urging us not to touch the revenues because he is concerned for next year. Councilman Smolinski asked if we have actual revenue and expenditures for 2011. Ms. Goscicki advised that revenues are actual but expenditures are not actual. She said she could insert another column and insert the actual expenditures for 2011. Council stated that they would like to see actual numbers. Councilman Smolinski stated that one year of actuals does not provide history and Ms. Gage agreed stating that this is why the Edmunds sheet is helpful. She provided an overview as to how to read the data contained on the Edmunds sheets. Ms. Gage stated that there are significant revenue reductions, there are some holes from last year's budget that must be plugged, there is the impact of other budgets, schools & county, on the taxpayer. To get the budget to zero percent will be very difficult this year. It would require cuts well in excess of \$1 million. That will be difficult without impacting services. Councilman Smolinski stated that we are looking at a \$125 increase with today's ratio. And Ms. Goscicki stated that one tax point is \$24.70 based on the revaluation. \$278 is the amount to impact a tax point and for every \$280 you get \$25. Councilman Smolinski stated that in prior years we usually targeted to get to \$100. Discussion ensued about the County and school board budgets. Ms. Gage asked that Council review all the information and provide comments.

Councilman Ramaglia with regard to capital in general there is quite a wish list. He thinks that if these items are needed to continue with services, the department heads must make related cuts in operating expenses. Copying and pasting budgets from year to year is not budgeting. He needs justifications. These cuts will add up. They may want an \$80,000 mason dump truck but they may be able to make do with a lesser truck. Council President Signorino stated that the price of the mason dump truck is now half of that originally requested yet they are still asking for \$65,000. Ms. Gage stated that the truck is \$37,000 and the new equipment is over \$30,000. Council stated that department heads need to do homework first to provide actual numbers to the Council. Councilman Rosone agreed saying that due diligence is necessary.

Ms. Gage stated that the recreation department operating budget may see reductions but the new director has not had time to analyze it. One employee has submitted her retirement papers and Ms. Mulhern does not plan to seek a replacement. Discussion ensued about the duties of the position and how it will be distributed.

Ms. Gage noted that there are many proposed increases in the police department budget. She asked Council to look closely at that operating budget. OEM/Fire/First Aid all had significant requests and she asked Council to look closely. Ms. Gage stated that we will not see a reduction in insurance premiums as a result of the annual physicals for fire departments. Councilman Ramaglia stated that there is a \$15,000 differential in salaries & wages for Engineering. Ms. Gage stated that and the courts were not budgeted properly last year. Overtime was removed from the court budget last year despite the fact that there are evening court sessions. Mayor Bieri stated that everything here is based on actual salaries & wages and contractual obligations. Ms. Gage advised that we continue the search for a health officer. There was also a request from the planning department to replace a recent retirement with a part time person. At Council's request she reviewed all the staffing requests including four laborers & one mechanic for DPW, three officers for police, secretarial assistance for recycling, part time person for planning, and administrative assistance in the tax collector's office. Mayor Bieri asked Ms. Gage to provide a summary of these requests and the anticipated costs. She said that there are no new hires reflected in the budget and all increases are contract related. Ms. Goscicki stated that in prior years floaters were funded from a centralized account. This year she proposes to reflect actual usage by department. Discussion ensued about possible operating cuts. Ms. Goscicki stated that this budget reflects significant appropriations from surplus. Ms. Gage agreed stating that unless we cut services we can only reduce the budget by eating into the fund balance.



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Councilman Smolinski asked if we made all payments to ASI for the revaluation. Ms. Goscicki stated that final payment is not due until the end of the year. Mr. Semrau, who had just arrived, advised that ASI has to defend appeals at county level for two years. Ms. Goscicki stated that she will provide information and check the contract. The contract provides for specific amount at specific times. Mr. Semrau noted that they submitted a performance bond with their bid.

Councilwoman Horton asked the Administrator to research the court options mentioned by Ms. Lichtenberg.

Agenda No. VI

**Action Items**

~ Resolution No. 2012- 161 ~

**MOTION FOR EXECUTIVE SESSION**

**BE IT RESOLVED** by the Township Council of the Township of West Milford on the 25<sup>th</sup> day of April, 2012 that:

1. Prior to the conclusion of this **Special Meeting**, the Township Council shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-12, sub-section (s):
  - ( ) b. (1) Confidential or excluded matters, by express provision of Federal law or State statute or rule of court.
  - ( ) b. (2) A matter in which the release of information would impair a right to receive funds from the Government of the United States.
  - ( ) b. (3) Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
  - ( ) b. (4) A collective bargaining agreement including negotiations.
  - ( ) b. (5) Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
  - ( ) b. (6) Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
  - (X) b. (7) Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
    - o UGL POA v. Township of West Milford Docket No. C54-11
  - ( ) b. (8) Personnel matters.
  - ( ) b. (9) Deliberations after a public hearing that may result in penalties.
  
2. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

Adopted: April 25, 2012

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Moved: Horton Seconded: Rosone  
Voted Aye: Erik, Smolinski, Ramaglia, Rosone, Signorino, Horton.  
Voted Nay: None.  
Motion carried.

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~ Resolution No. 2012 – 162 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY TO INDICATE THE INTENT OF THE TOWNSHIP COUNCIL TO CONSIDER AN ORDINANCE FOR INTRODUCTION AT THE JUNE 27, 2012 TOWNSHIP COUNCIL MEETING WITH REGARD TO ROADS IN UPPER GREENWOOD LAKE**

**BE IT RESOLVED** by the Township Council of the Township of West Milford that the Council may consider an ordinance for introduction at the June 27, 2012 Regular Meeting of this body titled:

AN ORDINANCE OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY TO VACATE AND/OR ABANDON UNIMPROVED ROADS IN UPPER GREENWOOD LAKE

Adopted: April 25, 2012

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Moved: Ramaglia Seconded: Rosone  
Voted Aye: Erik, Smolinski, Ramaglia, Rosone, Signorino, Horton.  
Voted Nay: None.  
Motion carried.

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Agenda No. VII

**Adjournment**

There being no further business to come before the Council, the Township Council adjourned the meeting at 8:30 pm.

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Moved: Ramaglia Seconded: Rosone  
Voted Aye: Erik, Smolinski, Ramaglia, Rosone, Signorino, Horton.  
Voted Nay: None.  
Motion carried.

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Approved: August 1, 2012

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MAYOR BETTINA BIERI  
PRESIDING OFFICER

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ANTOINETTE BATTAGLIA  
TOWNSHIP CLERK