
TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY

Minutes of: Township Council Special Meeting
Date of Meeting: December 8, 2010
Time of Meeting: 7:00 P.M.
Minute Page No: Page 1 of 3

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 transmitted to the Herald News on December 5, 2010; 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 Bieri led all in attendance in a salute to the flag.

Roll Call

Present: Councilmembers Philip Weisbecker, Joseph Smolinski, Michael Ramaglia, Robert Nolan, Marilyn Lichtenberg, Daniel Jurkovic, Mayor Bettina Bieri.
Absent: None.
Also Present: Township Administrator Kevin Boyle, Assistant Township Clerk Denise Loeffel,

Agenda No. II

Purpose

Preliminary review of the 2011 Municipal Budget.

No formal action may be taken at this meeting.

Agenda No. III

Review of 2011 Municipal Budget

Administrator Boyle advised that this is a preliminary review of the 2011 budget. He explained the differences between salary & wage appropriations versus operating expenses. He advised that revenue numbers are not yet available. He advised that operating costs will not increase from 2010.

He reviewed the costs related to the technology department and advised that he is awaiting information from both the Township Attorney and Labor Counsel regarding their respective budget lines.

Mr. Boyle stated that the cost for liability insurance through the Morris County JIF will increase \$16,000 and he reviewed the increased cost of health insurance through the HIF. He stated that he hopes to realize savings through contract negotiations. He reviewed the process by which the library reimburses the Township for health insurance costs.

Administrator Boyle advised that elections may increase somewhat but the Clerk's budget remains level with the exception of mandatory salary increases related to longevity. He reviewed the changes in the Treasury Department advising that one part-time employee is now full time. In the Tax Collector's office, they are short one employee. He reviewed the Tax Assessor's office advising that, again, there is no change with the exception of longevity.

Mr. Boyle advised that the operating expenses proposed for the Planning Board have increased somewhat and he is still looking into that matter. He reviewed the budget for the Environmental Commission.

Mr. Boyle advised that there is an increase in the Office of Emergency Management (OEM) budget because we are now required to maintain generators that were previously under warranty. He advised that Fire Companies and the Fire Department have kept their budgets level. Again, the only increases are in salary & wages due to longevity. Schooling may also increase slightly because of new requirements. He reviewed the Hazmat requirements and the increased costs associated with the changes which mandate that more people are trained.

Administrator Boyle reviewed the Engineering Department budget advising that with the retirement of the Engineer, the salary & wage line item is down. He advised that there are required longevity increases for four employees. Councilman Jurkovic expressed concern that these four people are all doing the same work and are getting longevity increases. He stated that he thought Mr. Boyle was going to restructure that department. Council President Smolinski asked about Mr. Boyle's report indicating that some

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employees in Engineering are working 50-60 hours per week. Mr. Boyle stated that these hours are often required during times where there are construction projects such as Cahill Cross Road.

Mr. Boyle stated that there were retirements in the Division of Streets & Roads last year. The cost for road maintenance is up \$22,000 because of new state regulations requiring restriping every two years. He advised that the salary & wages for buildings & grounds decreased. The cost of snow removal had reduced until this last storm. He reviewed the costs associated with vehicle maintenance.

Administrator Boyle reviewed the staffing changes in the health department and the increases related to longevity. He reviewed the staffing and operating costs for each division including nurses, animal control and environmental health. He directed the Council to the budget for the department of community services & recreation advising that salary & wage increases are strictly related to longevity. The maintenance of Hillcrest is reduced because they have one less monitor. Both parks maintenance and Bubbling Springs appropriations are down this year as is transportation. The library budget has been reduced by \$91,000. He advised that the municipal court has some staffing that is charged back to the police department such as the court attendant and the special police officer.

Mr. Boyle reviewed the costs for utilities advising that the cost for fuel continues to increase. He also reviewed increased pension costs for both PERS and PFRS.

Administrator Boyle reviewed the budget for the police department. The salaries are based on current staffing levels costing about \$4 million. Operating expenses are expected to increase by about \$26,000 and the Acting Chief has requested \$148,000 for the purchase of vehicles which is an annual request. Discussion ensued about police vehicles, their use and rotation. Mr. Boyle advised that the cost for communications in the police department is down. In response to a number of questions from Council President Smolinski, Mr. Boyle advised that the appropriations for the police department are based on current staffing levels. He advised that the Acting Chief is requesting five additional officers and discussion ensued on this topic. Acting Chief Chiosie was in attendance and he answered questions about structure advising that he intends to proceed within the existing structure of the department.

Councilman Jurkovic asked when the Council can expect to receive revenue numbers and Council President Smolinski asked when the new CFO will start. Administrator Boyle reviewed the administrative process by which the books are closed out after a calendar year and the time it takes to accumulate accurate revenue numbers. Discussion ensued about the new CFO and the interlocal agreement for those services, potentially with Ogdensburg. Council President Smolinski asked Administrator Boyle if he asked Department Heads to forego any salary increases regardless of the outcome of contract negotiations. Mr. Boyle answered in the affirmative advising that they would not go for that. He stated that he tried.

Agenda No. IV

Public Comments

Mayor Bieri opened the meeting to the public after advising that there is a five-minute limit for each speaker.

Doris Aaronson, 19 Bearfort Road, West Milford stated that she is not speaking about the municipal budget tonight. She is here to alert the Council about the MUA budgetary procedures. It was reported in Sunday's Suburban Trends on page that there will be rate increases of about 15%. She expressed concern that individual residents are not notified of possible raises in their rates. She suggested that the MUA could have included notices in the bills and she expressed concern that their failure to do so could be unethical.

There being no from the public Councilman Weisbecker moved to close the public portion of the meeting.

Moved: Weisbecker Seconded: Nolan
Voted Aye: Weisbecker, Smolinski, Ramaglia, Nolan, Lichtenberg, Jurkovic.
Voted Nay: None.
Motion carried.

Agenda No. V

Council Comments

Agenda No. VI

Adjournment

There being no further business to come before the Council, the Township Council adjourned the meeting.

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Moved: Nolan Seconded: Jurkovic
Voted Aye: Weisbecker, Smolinski, Ramaglia, Nolan, Lichtenberg, Jurkovic.
Voted Nay: None.
Motion carried.

Approved: June 1, 2011

MAYOR BETTINA BIERI
PRESIDING OFFICER

ANTOINETTE BATTAGLIA
TOWNSHIP CLERK