

MEETING MINUTES

TOWNSHIP OF OCEAN COUNTY OF OCEAN BUSINESS MEETING February 11, 2020

Call to Order

ROLL CALL: LOPARO X DODD X BAULDERSTONE X

Flag Salute

STATEMENT: Pursuant to the provisions of the New Jersey Open Public Meeting Act, adequate notice of this meeting was properly provided by sending a copy of the Notice of Meeting to two newspapers, The Asbury Park Press and the Press of Atlantic City. The Notice was posted at the office of the Township Clerk

Budget Item Discussion

Township Administrator/Clerk Ambrosio discussed the items listed for discussion need to be handled either through capital projects or bonding. The Township received packets from Public Works, the Fire Department and First Aid regarding what they are requesting. The Township asked for five-year plans.

In the five-year plan, Public Works is asking for a roll-off truck, utility truck and shells for the Dock Avenue park, which is not a capital item and will be taken out of Open Space. Superintendent Ambrosio has done some shopping and received a lower quote of \$220,000 from one of the co-ops. CFO Simone has looked in the capital budget to see where we are at with this item. Also the utility truck is in bad shape.

CFO Simone discussed last year, there was \$75,000 for the purchase of public works equipment. That line can be used towards the purchase of the roll-off truck. The roll-off truck also hauls recyclables so the trust fund for recyclables will pick up \$50,000 of that and there is approximately \$5,000 that can go toward this. In the 2020 budget, \$10,000 was allocated toward the truck, leaving the Township needing \$93,000 more. There are ordinances from 2012 and 2015 in general capital that are balances funded by the last bond sale. CFO Simone discussed he is going to request the bond counsel to reappropriate some of those monies to accommodate this truck. The Township will reappropriate out of these ordinances to make the difference for the truck. There will be no additional debt to the Township. The Township will have to pass an ordinance to amend.

Committeeman LoParo discussed the Township can use that money to buy utility trucks, inquired about the condition of the utility trucks and inquired what is the priority. Committeeman LoParo discussed putting off the roll-off for another year and purchase two utility trucks this year.

CFO Simone discussed that is the wrong fund. There is money left in the 2019 budget that was designated as capital improvements, capital outlay. There is enough money in there to cover the \$75,000 for the utility trucks.

Township Administrator/Clerk Ambrosio discussed since the Township has the funding in the budget to buy the roll-off truck without bonding for it, she strongly recommends making the purchases while the Township has the cash in the budget. That truck worked the hardest during Superstorm Sandy non-stop.

CFO Simone discussed the budget's subsequent years will not be able to handle another purchase of a truck. It will have to be a capital ordinance to pay for the remainder.

Deputy Mayor Dodd discussed the roll-off truck should be purchased now, when we have the money.

Committeeman LoParo inquired if the Public Works and Construction gates are in the budget.

Township Administrator/Clerk Ambrosio discussed the gates will be there, if there is additional funding at the end of the year. The Township can review them at that time. There are video cameras at DPW and construction.

Mayor Boulderstone discussed he thinks the Township should put up the gates as soon as possible, from a safety perspective.

Committeeman LoParo discussed the concern is having the Construction employees open the gate in the morning. Public Works could be gated off on the eastern entrance and gate off between Construction and Public Works. This way the people in Construction do not have to move this gate. The gates will be manual not electric.

CFO Simone discussed capital improvement items is the first item for \$30,000. That is how we put our down payments on capital improvements. The police vehicle replacement program has \$86,000. There is \$10,000 for the police equipment.

Township Administrator/Clerk Ambrosio discussed the Chief of Police is receiving a Chief's vehicle through the 966 Grant Program. It will need equipment.

CFO Simone discussed there is \$25,000 in the public works equipment. \$10,000 is for the roll-off truck and \$15,000 is for other ancillary items or it could be for a future purpose and roll it over to the subsequent year.

CFO Simone discussed the next item is improvements to the municipal complex, allowing \$30,000. There are some capital improvements that need to be made on some of the buildings. This will partially cover some of the work.

Township Administrator/Clerk Ambrosio discussed the heating and air conditioning system at the community center is extremely old. It is not working properly. Township Administrator/Clerk Ambrosio submitted to Sustainable Jersey with no response. The total cost of the project would be \$50,000. If Hutchinson installs through the Direct Install Program, there is an incentive amount of \$23,000. The Township would be responsible for the \$27,000. The boiler is barely working and an additional \$5,000 needs to be added. There is only one company that fixes the current system. It has never worked properly. Hutchinson installed the units at Town Hall through the "Direct Install Program" and when we need service, Hutchinson does come out quickly to repair.

Township Administrator/Clerk Ambrosio discussed the Police Department has more upgraded computers due to their programs require it. Four computers at Town Hall have crashed due to the upgrade. Due to Windows 10, Microsoft is no longer supporting the lower versions. For the safety of cyber security, this is imperative.

CFO Simone discussed the capital compared to the previous year is down about \$10,000. This year it is proposed to spend \$211,000 on capital. Last year it was \$221,000. That is mainly due to the public works equipment from the previous year.

Township Administrator/Clerk Ambrosio discussed the Fire Department has requested \$60,000. The Fire Department purchased gear and additional air packs.

Committeeman LoParo requested an itemized list of the Fire Department purchases and the vehicle maintenance of \$25,000. The radios are going to be about \$9,000 each.

Township Administrator/Clerk Ambrosio discussed the Township would continue with the \$60,000 to the Fire Department, give them them a check for \$10,000 and every invoice is approved through the Township. The one fire truck is a 1985. The insurance company is going to stop insuring the trucks after 20 years.

Committeeman LoParo discussed the Police Chief is working with the radios and has to determine how many they need. The Township needs to know how many set ups they are buying every year and when is the whole fleet going to be replaced.

Township Administrator/Clerk Ambrosio discussed First Aid wants \$20,000 for 2020. Their wish list requests another ambulance. The First Aid has two working, well-equipped ambulances. The Township might not own the building, but the Town owns all the equipment in the building. The First Aid supplied roof-repair quotes. The recommendation is have the First Aid pay for it. The First Aid wants \$15,000 rounded up.

CFO Simone discussed the Township budgeted for \$20,000. The First Aid received approximately \$18,000 last year.

Committeeman LoParo recommended the Township give the First Aid \$20,000.

Township Administrator/Clerk Ambrosio discussed if the roof falls on the Township's ambulance then the ambulance has to be fixed.

Mayor Baulderstone discussed if the Township gives them \$25,000, does the \$5,000 have to be designated for the roof.

CFO Simone discussed, no. If it is in the donation of \$20,000, it will blow the CAP off. The budget CAP is within a couple thousand over budget CAP. CFO Simone suggested we put that in capital improvements also.

Committeeman LoParo discussed when the First Aid was a full-time squad, the Township gave them \$25,000. Now they are a half-time squad, and the Township is giving them \$18,000-\$20,000.

Mayor Baulderstone discussed hearing many stories of the First Aid saving people's lives.

Township Administrator/Clerk Ambrosio discussed Quality Medical Transport is now charging all residents. That is affecting our residents.

Deputy Mayor Dodd discussed the Township is giving the Fire Company \$60,000 and the First Aid \$20,000.

Committeeman LoParo discussed the Fire Department is 24 hours.

Township Administrator/Clerk Ambrosio discussed the Township never paid for the Fire Department's roof.

Committeeman LoParo discussed the First Aid can man their trucks differently and get paid. If there are two qualified people on the ambulance they can bill for the service.

Township Administrator/Clerk Ambrosio discussed that is up to the Township Committee. Those vehicles are owned by the Township Committee. If the Township is going to move in that direction, the recommendation is to abolish the First Aid and just have a full-time outside service do it. I would not recommend a Township run ambulance service.

Township Administrator/Clerk Ambrosio discussed it stipulates in the deed, if the First Aid department is dissolved and the building is no longer used for Volunteer First Aid, it reverts back to the school as school property. If the building remains as a Volunteer First Aid Squad, the property can remain as is.

Township Administrator/Clerk Ambrosio discussed the Township will give \$20,000 to the First Aid. That is the best the Township can do with this year's budget. The First Aid had a remaining \$2,000 in the 2019 Budget. This can be utilized.

CFO Simone discussed the Township will fund \$22,000. The breakdown will be \$20,000-2020 and \$2,000-2019.

Committeeman LoParo discussed the driveway is in critical condition. The radios are going to be a huge expense.

Township Administrator/Clerk Ambrosio discussed there will have to be some type of funding in place for the radios. This is a small town. There are towns like us that just cannot afford the radios. The big items are the Community Center and the two departments. The Police Department requested the car and a half and an increase in the Office of Emergency Management (OEM) budget.

Mayor Baulderstone discussed there is a 20% increase in dispatch salaries and wages.

Township Administrator/Clerk Ambrosio discussed the Township has not been properly staffed the whole year. Some of that is overtime. In the contract they were allowed to sell-back some of their time.

Mayor Baulderstone discussed the First Aid is getting good responses. When people are dialing 9-1-1 they respond quickly. They are saving lives.

Township Administrator/Clerk Ambrosio discussed the Township is going to have to bond this year. There are two Department of Transportation (DOT) grants. The Township is going to have to do the drainage. Jason will submit the breakdown. When two years are bid together, the Township obtains a better price on the entire job.

CFO Simone discussed DOT does not allow for the drainage and curbs and only a small amount of engineering costs.

Township Administrator/Clerk Ambrosio discussed she will have those definitive prices before Thursday. Community Development Block Grant (CDBG) measured the Police Department ramp that is there now. It is not 100% in compliance. Some areas are higher and lower than they should be. The Township has the \$32,000. Jason will submit an estimate on the rest of it.

CFO Simone discussed CDBG has a consortium with the County for towns that are not large enough to apply for CDBG themselves. The allocations are relatively small in the \$30,000 range.

Township Administrator/Clerk Ambrosio discussed the Township can do the electronic doors at the Police Department, wait two years and do the ramp, then wait two years and do something else.

CFO Simone discussed the Township needs a down payment on those capital improvements. That is why the capital improvement amount in the budget was increased to provide for down payments in these items for future use.

Township Administrator/Clerk Ambrosio discussed the budget has to be in place to do a bond ordinance. Jason will submit for the bulkheads as well. Other towns have received a better price by doing the bulkheads all at once. It will probably be about \$360,000. Jason used the compromising prices of Little Egg and Seaside Park. The Township has to do the DOT no matter what. If the Township does not move on those projects this year, almost \$600,000 in grants will be lost. It makes sense to do one bond ordinance. The bulkheads are going to go. The Township is spending money to dump stone behind them. One of the Skippers Cove bulkheads is growing a tree.

Committeeman LoParo inquired if Jason submitted a cost for the riprap rock at the end of Bryant Road.

Township Administrator/Clerk Ambrosio discussed right now Jason is working on the bulkheads. The riprap rock will come out of Open Space.

Committeeman LoParo inquired about the progress of the fence at the dog park and does the Township have to go out to bid for it.

Township Administrator/Clerk Ambrosio discussed the Township can advertise a Request For Proposals.

Committeeman LoParo discussed there's a few options in putting signs up at the dog park. There is a metal sign. There is a very fine stiff mesh or plastic. The metal sign is \$150 to have made. The mesh signs are below \$100 each. The plastic ones are even less. The mesh signs are very durable and the wind can blow through them.

Mayor Baulderstone discussed some residents would like a picture of their dog on the mesh.

Committeeman LoParo discussed the mesh signs could be sold 2' x2' for advertising.

Township Administrator/Clerk Ambrosio discussed the Township received a letter from Township Attorney Dasti stating it is no problem. A letter to solicit can be distributed to businesses, signed by the three Township Committee members.

Committeeman LoParo discussed if someone wanted to sponsor the dog park with funding, the dog park could be named by that sponsor.

Township Administrator/Clerk Ambrosio discussed sponsors can also be used to finance other parks.

Township Administrator/Clerk Ambrosio discussed she called Mark Villanger at the County about the signs along the rail trail. A company made the placards and the County in-house staff made the stands to hold the placard.

Deputy Mayor Dodd discussed the Corliss Family is coming Thursday night to speak about it.

Township Administrator/Clerk Ambrosio discussed that will be perfect, as the Township Attorney needs more information for the resolution at the March meeting.

Deputy Mayor Dodd discussed the unveiling could be at the Independence Day Celebration.

CFO Simone discussed he is using capital surplus to fund capital items that the Township will provide from the rate payers in the Utility. That is an indication the Township needs a definite increase in the water/sewer rates.

Township Administrator/Clerk Ambrosio discussed last year we knew some of this debt from the New Jersey Environmental Infrastructure Trust (NJEIT) was going to start this year. Last year the Ocean County Utility Authority (OCUA) overage was \$68,000. This year the overage was \$48,000. Public Works Superintendent Ambrosio showed a video of the manhole cover at Letts Landing before it was raining. The water was pouring into the manhole from the sides. Even though the Township has not done any bonding or NJEIT, the Township has \$48,000 of intrusion.

Township Administrator/Clerk Ambrosio discussed the Township needs to start planning, start discussing the water towers, bond for the water tower on Birdsall and 8th Street, prepare for the additional funding required for the bonds the Town has to start paying off the bond relief and start discussing another rate increase.

Committeeman LoParo inquired what month do we put the rate increase in and would the bond cover the SCADA system and filters that have to be replaced.

Township Administrator/Clerk Ambrosio discussed the Township is getting a new ten-year plan for the SCADA and filters. The Township asked them to give us the water capacity report. Mayor Baulderstone and Township Administrator/Clerk Ambrosio will be meeting with Water Resource Management (WRM) and Remington and Vernick Engineers (RVE) tomorrow and will report back to Deputy Mayor Dodd and Committeeman LoParo with more definitive answers.

CFO Simone discussed the Township has budgeted items that are capital items that can be bondable items. That is why the truck can be paid for out of the budget. CFO Simone discussed he does not see that happening in 2021 and the Township will have to bond more or increase the rates more.

Township Administrator/Clerk Ambrosio discussed the possibility of another storage barn like the salt shed.

Mayor Baulderstone discussed he would like a shed similar to the salt shed to store equipment inside. CFO Simone discussed it is very positive to have somebody evaluate our capital needs. The tax increase is about 1.97. That is using some surplus. There is also some revenue reserves. Some accounts payable were cancelled from years and years ago that generated over \$100,000 in surplus. CFO Simone discussed the Township Committee would like to benefit the taxpayers and minimize the increases. There was a LOSAP refund that generated about \$70,000. The connection fees in the Utility were over \$100,000,

however, it is all used. The construction revenue went up. Vacant Property Registration is \$90,000. There is more money coming in from the cell tower, that will eventually run its course.

Committeeman LoParo inquired about the dock/pile removal at the end of Bryant Road and upcoming Redevelopment Committee meetings.

Township Administrator/Clerk Ambrosio discussed the Request For Proposals for Bryant Road work are out and the Township will award at the February 27, 2020 meeting. The two Redevelopment items coming in will not be able to meet before a Township Committee meeting. They will have to be heard on a separate night. There are two big applications. Mackres and Zell can be heard in March in the evening.

PUBLIC COMMENT:

Motion to Open Public Comment

Motion to open Public Comment was moved by Deputy Mayor Dodd, seconded by Committeeman LoParo.

Roll Call: LoParo: Yes, Dodd: Yes, Baulderstone: Yes

No comment from the public.

Motion to Close to the Public

Motion to close Public Comment was moved by Deputy Mayor Dodd, seconded by Committeeman LoParo.

Roll Call: LoParo: Yes, Dodd: Yes, Baulderstone: Yes

Resolution 2020-106

Resolution authorizing the hiring of Mary Ellen Brown as temporary part-time accounting clerk in the Finance Department at the rate of \$15.00 per hour, for hours worked.

Motion to approve was moved by Deputy Mayor Dodd, seconded by Committeeman LoParo.

Roll Call: LoParo: Yes, Dodd: Yes, Baulderstone: Yes

Next Scheduled Business Meeting

February 13, 2020 – 7:00 pm
February 27, 2020 – 10:00 am (if deemed necessary)

Adjournment:

Motion to adjourn was moved by Deputy Mayor Dodd, seconded by Committeeman LoParo.

Roll Call: LoParo: Yes, Dodd: Yes, Baulderstone: Yes

Signed and Submitted:

Diane B. Ambrosio, RMC
Municipal Clerk

Date