

February 2, 2021

A Budget Meeting was held by the Township Council of the Township of Roxbury on February 2, 2021 from the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30PM; due to the ongoing COVID-19 pandemic and consequent closure of Town Hall to the public, the meeting was conducted remotely via Zoom Pro in order to allow the continuation of routine municipal business and provide the opportunity for public participation during public comment periods.

PLEDGE OF ALLEGIANCE

Councilman Carey led the Pledge of Allegiance.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this Meeting of the Township Council of the Township of Roxbury was given as required by the Open Public Meetings Act as follows: On December 28, 2020, notice was published in the Daily Record. Notice was faxed to the Daily Record, Newark Star Ledger and The Roxbury Register on December 31, 2020. Notice shall also remain posted throughout the year on the bulletin board in the main hallway of the Municipal Building.

Due to the ongoing public health emergency as declared by the Governor, the location of this regular meeting of the Township Council has been changed to be held remotely via telephonic audio conferencing and recorded utilizing the Zoom Pro platform. Adequate advance notice of this change, as well as instructions for accessing the agenda and relevant documents, and making public comment was provided as follows: On January 29, 2021 notice was emailed and faxed to the Daily Record, the Newark Star Ledger, the Roxbury Register; emailed to TAPinto Roxbury; posted on the bulletin board in the main hallway of the Municipal Building and on the exterior door of Town Hall; and electronic notice was posted on www.roxburynj.us.

ROLL CALL (Present): Councilwoman Jaki Albrecht, Councilman Thomas Carey, Councilman Mark Crowley, Deputy Mayor Fred Hall, Councilman Jim Rilee, Councilman Richard Zoschak, Mayor Robert DeFillippo; **Absent:** None

Also Present: John Shepherd, Township Manager; Amy Rhead, Township Clerk

Staff: Robert Kuncken, IT Director; Lisa Spring, CFO; Valarie Wyble, Purchasing Agent; Richard Blood, Public Works Director; Steve Senese, Assistant Director of Public Works; (Michele O'Halloran, Executive Assistant and Brett Douglas, Recreation Director, were in attendance remotely)

Public: three (3) members of the public were in attendance remotely

Mayor DeFillippo amended the order of the agenda to provide the following community update:

Special Community Update
February 2, 2021

- Thank you for joining us this evening. This is a budget meeting and typically we do not give a community update. But given the unprecedented storm over the past 24 hours, we will break from our regular routine to give a short report on the storm's impact on Roxbury.

Update after storm

- The nor-Easter that started January 31st hit many areas of Roxbury Township hard with several areas reporting an unbelievable 30 inches or more of snow.
- That much snow in one storm was historic and presented our DPW crews, police and first responders with unprecedented challenges. Many of our workers were out on the roads throughout the storm. I want to thank them for their dedication and hard work.
- Since the beginning of the storm, Roxbury Township's Public Works Department has been clearing roads of snow. However, because of the intensity of the snow, roads that were just plowed, quickly became covered again. As a result, Public Works has plowed most roads in the Township at least six times and will continue to push snow toward the curb line to widen streets.

- However, because there is so much snow, in many areas snow will not be pushed all the way to the curb line to avoid damage to private property. We appreciate everyone's patience and cooperation as we continue to clear roads – especially when the plow pushes snow back in front of the driveway you just cleared. It is unavoidable and we apologize.
- The Township's Police and Fire departments have been active during the storm and have responded to all calls for service. I am pleased to report that there have been no serious accident calls during the storm event.
- So far, there has only been one reported power outage reported, affecting about 184 customers. All customers were restored quickly.
- We are quick to criticize JCPL for its poor response to storms and communication with municipalities. I am very pleased to report that during this storm, JCPL communicated frequently and responded quickly.
- We have thanked JCPL and we appreciate the direct notification to the Township concerning today's outage so that Township officials are able to monitor the location and provide assistance as needed. As I said, as of 2:13 p.m. today, all customers were restored.
- Over the next few days, Public Works will continue to clear streets as needed. We remind everyone to refrain from parking on streets as we continue to clear the roadways. Also, if you have a fire hydrant in front of your property, please clear the hydrant of snow to the best of your ability.
- Finally, Blue Diamond has cancelled trash and recycling collection for Monday and Tuesday. Those collection dates will both be collected on Wednesday -- trash only. On Thursday, both Wednesday and Thursday pick-up will occur – once again, trash only.
- Please report any snow related issues to the Township and stay safe.
- Thank you. Now, back to our budget meeting.

Mayor DeFillippo returned to the order of the agenda.

REPORTS OF COUNCIL LIAISON REPRESENTATIVES, COUNCIL COMMITTEES AND NEW BUSINESS/OLD BUSINESS

A. Proposed 2021 Capital Improvement Plan

Mr. Shepherd reviewed revised recommendations for the Capital Improvement Plan (as outlined in his January 29, 2021 memo to Mayor and Council) and updated Council on other various items, highlights of which included:

- Air Pack Replacements - Fire Department/EMS
 - Included in the 2021 CIP*
 - Utilization of cash (no short-term notes) to purchase air packs
 - Updated quote provides an increased trade-in value of older air packs
- Horseshoe Lake Bathroom Renovation Project
 - Scope of project has been reconfigured, reducing the cost from \$80K to \$52K
 - Proposing usage of Open Space Trust Fund money to cover the cost
 - Improvements will be ADA compliant
 - Updates will allow for year-round availability of the facilities
- Shore Hills Park Playground Renovations
 - Replacement of obsolete equipment
 - final design to be reviewed by Committee and/or Council
 - Funding allocation of \$70K – proposing to offset with Open Space Trust Fund monies
- Horseshoe Lake Cherry Trees
 - New information indicates the trees will bloom again this year (previously thought to have died after not blooming in 2020)
- Addressing Tree Roots at Horseshoe Lake
 - Selective root trimming

- Addition of material to cover exposed roots that cannot be trimmed
- No capital funding is being allocated to address the root issue at this time

*The following items will be delayed until 2022 in order to purchase the Air Packs.

PROJECT/PURCHASE <i>(delayed to 2022)</i>	AMOUNT
Network Infrastructure Upgrades	\$15,472
Fire Company No. 3 – Turnout Gear	\$4,500
Fire Company No. 1 – Turnout Gear	\$12,995
Baseball Dugout Improvements	\$8,500
Dump Truck (replacement)	\$90,000
Bleacher fencing	\$16,000
Kiwanis Court Replacement (design)	\$6,500

General Council discussion occurred with regard to the proposal to use \$122,000 from the Open Space Trust Fund to off-set costs associated with renovations to the Shore Hills Park playground and Horseshoe Lake bathrooms. Councilman Rilee asked for the Open Space Trust Fund to be looked at in its entirety. Councilman Crowley expressed his support for playground improvements, but requested clarification as to whether playground equipment falls under the Open Space guidelines.

Council proceeded with review of the 2021 Capital Budget requests, as follows:

Engineering

- LedgeWood Pond Dam Improvements
 - Improvements required by NJDEP to comply with dam safety mandates
 - Current permit expires in April
 - Previous requests to extend the expiration of the dam have been granted
 - Mr. Kobylarz reviewed various unsuccessful attempts to obtain grants monies
 - More stringent rehabilitation standards were implemented after Hurricane Irene
 - Council asked for the 3-year permit extension application to be submitted
 - Council supported exploring additional possible funding sources
- Main Street Streetscaping
 - significant grant funding has been received to offset the cost of this project
- Kings Highway Phase III Paving
 - final phase of project
 - Community Development Block Grant eligible
 - Some Township contribution will be required if grant submission is successful
- Eyland Avenue – finalization of project
 - \$355K allocated for paving, curbs and ramps
 - \$231,700 received from NJDOT to cover the remaining cost of the project

Additional Council discussion occurred with regard to possible grant availability for funding the LedgeWood Pond Dam Improvements. Mr. Kobylarz explained that previous attempts to obtain funding have proven unsuccessful due the ranking system. He will continue to search for other potential funding opportunities. Mr. Kobylarz also advised Council that trees have already been removed in anticipation of the project moving forward.

Sewer

- Sewer Plant and Sewer System Improvements – \$50K
- Manhole Replacement on Eyland Avenue – \$60K
- Manhole Liner Project on Lyons Road – \$60K
- Rotating Biological Contactor Units – \$500K

Water

- Water Treatment System
- Bensel Tank Rehabilitation – bring existing water tank up to current standards

- Meter Replacement – routine expense to maintain sufficient supply availability for replacement of defective meters and installation for new customers \$25K
- Orben Drive Booster Station \$30K
- Skyview Water Tank rehabilitation \$100K
- Ford Road Booster Station \$30K

MATTERS REQUESTED / REFERRED BY COUNCIL MEMBERS, MANAGER, ATTORNEY OR CLERK

None

PUBLIC PORTION (3 Minutes /1 Appearance per Individual)

Mayor DeFillippo reminded telephonic callers who would like to speak on any issues to press *6 (star six) to unmute their phone.

Hearing no comments, Mayor DeFillippo closed the Public Portion.

DRAFT ORDINANCES FOR DISCUSSION

None

INTRODUCTION OF PROPOSED ORDINANCES

None

HEARING AND ADOPTION OF ORDINANCES ON SECOND READING

None

INTRODUCTION AND ADOPTION OF RESOLUTIONS

None

PERSONNEL CHANGES

None

COMMUNICATIONS

None

PUBLIC PORTION (3 Minutes /1 Appearance per Individual)

Mayor DeFillippo reminded telephonic callers who would like to speak on any issues to press *6 (star six) to unmute their phone.

Hearing no comments, Mayor DeFillippo closed the public portion.

EXECUTIVE SESSION

None

ADJOURNMENT

At 8:36PM, Councilman Carey made a motion to adjourn the meeting. Councilman Rilee seconded the motion.

Voice Vote: All in Favor – Yes; Motion carried unanimously, 7 to 0.

Submitted by:


 Amy E. Rhead, RMC
 Township Clerk

MINUTES APPROVED BY COUNCIL:	
DATE:	May 25, 2021
ROLL CALL:	Councilwoman Albrecht - Yes
	Councilman Carey - Yes
	Councilman Crowley - Yes
	Councilman Pottillo - Abstain
	Councilman Rilee - Yes
	Mayor DeFillippo - Yes