

March 3, 2020

A Budget Meeting was held by the Township Council of the Township of Roxbury on March 3, 2020 at the Municipal Building located at 1715 Route 46 in Ledgewood, New Jersey at 7:30PM.

PLEDGE OF ALLEGIANCE

Mayor DeFillippo 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 27, 2019, notice was faxed to the Daily Record, the Newark Star Ledger, The Roxbury Register and published in the Daily Record; notice shall also remain posted throughout the year on the bulletin board in the main hallway of the Municipal Building.

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: Lisa Spring, CFO; Valarie Wyble, Purchasing Agent; Richard Blood, Public Works Director; Steve Sense, Assistant Director of the Department of Public Works

Public: four (4) members of the public were in attendance

Mayor DeFillippo spoke about ongoing efforts to educate the community about the coronavirus and prevention techniques. Additional information can be found via the following link available on the township website: <http://roxburynj.us/661/COVID-19-Information>

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

A. Proposed 2020 Operating Budget

Mr. Shepherd reviewed various amendments from the previously distributed Operating Budget as outlined in the memorandum that was included with the agenda. Discussion occurred with regard to the recent request from Netcong Borough to contribute an additional \$2,370 to the Lake Musconetcong Planning Board for goose management and egg addling. Council members asked Mr. Shepherd to provide data about goose problems at Horseshoe Lake and other municipal parks. Mr. Shepherd will gather the information and report back.

Streets & Roads

- Sweeping & Asphalt Disposal – Mr. Blood attributed the increased request to Tilcon’s policy to discontinue accepting asphalt at no charge.
- Asphalt/crack sealing/line striping – amount requested higher than previous year
- Traffic Control / Signage – request includes a blinking light at the intersection of Pleasant Hill and Eyland Avenue, a recommendation that originated from the Traffic Committee.

Snow & Ice

- General discussion took place with regard to the fund’s balance.

Public Works

- Recycling Disposal and Brush Compost – increased expenses attributed to increased costs associated with recycling and more residents bringing brush to the recycling center

Sanitation & Recycling

- Blue Diamond – acknowledgement of contractual increases; anniversary date is April 1, 2020

Buildings & Grounds

- Contract Mowing – budget request updated to reflect a reduced request of \$40K based on results of lowest bid

- Janitorial Services – budget request amended to \$55K based on bid results. It was noted that the contract will include services for the Eyland Avenue location. Mrs. Wyble provided a brief review of the protections included in the terms of the upcoming award of contract.

Equipment Repair

No questions/comments.

Parks Maintenance

- Field Paint – general discussion
- Turf Grass Maintenance – clarified this line item is associated with grass fields, not synthetic
- Lake Management – Mr. Blood reviewed upkeep and maintenance on various municipal ponds and lakes that includes controlling cattails and algae.
- Tree Pruning and Replacement – general discussion
- Infield Maintenance – General discussion took place regarding the mixture of clay-sand ration as well as grades and importance of irrigation.

Police

- Staff – no overall staffing changes from previous year; retirees are replaced, but number of officers has been maintained. Council members asked to get back into the practice of having new officers sworn in publicly at council meetings
- Vehicle Lease – Council asked for more details regarding the number of vehicles and replacement/purchase plan.
- Contractual Services – Council asked for additional information/details to be provided.
- Number of police officers – numbers of officers has been maintained; retirees are replaced

Police Staff

Contractual – no discussion

Traffic Control

- Crossing Guards – one new location last year

Emergency Management

No questions/comments.

First Aid

No questions/comments.

Fire Department

- Discussion occurred with regard to requests for additional equipment.
- Budget requests show a slight reduction from the previous year for Co. No. 1 and Co. No. 3; minimal increase of \$500 for Co. No. 2 compared to 2019.

Municipal Services Agreement

No questions/comments.

Public Assistance

No questions/comments.

Health

- Health Programs – discussion about state recommendations; Council asked for an overview/annual accounting of Health programs. Council asked Mr. Shepherd to look into bringing programs such as the Morris County Sheriff’s “Hope One” program into Roxbury

Senior Activities

Mayor DeFillippo asked if Roxbury picks up Mt. Arlington residents. Mr. Shepherd replied that that the Township does not service other municipalities. Mayor DeFillippo contemplated whether there is overlap with Morris County MAPS program.

Animal Control

No questions/comments.

Recreation

- Online registration services – increase attributed to more people using credit cards; Roxbury covers the third party fees for credit card use

Leisure Activities

- Council requested copies of the offset revenue amounts, specifically, Adult Softball

Review of outstanding accounts:

- Engineering
- Water & Sewer
- Utilities
- Library
- Court – Council members requested a monthly report from court.
- Dog Trust Fund

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

None

PUBLIC PORTION *(3 Minutes / 1 Appearance per Individual)*

Dennis Wine, 4 Holly Drive, Succasunna – Mr. Wine questioned the accuracy of the five year tax projection that was included with the agenda. Mr. Shepherd explained that the forecasts are created based on a standard formula, but the data is not very useful. Mr. Wine asked about ownership of Lake Musconetcong. The Council confirmed that the State of New Jersey owns the lake. Councilman Crowley spoke about the regional planning board.

Seeing no further 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)*

There were no public comments at this time

EXECUTIVE SESSION

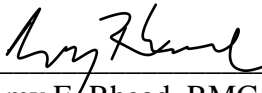
None

ADJOURNMENT

At 9:00PM, Councilman Rilee made a motion to adjourn the meeting. Councilman Zoschak made 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: March 10, 2020

ROLL CALL:	Councilwoman Albrecht	-	Yes
	Councilman Carey	-	Yes
	Councilman Crowley	-	Yes
	Deputy Mayor Hall	-	Yes
	Councilman Rilee	-	Yes
	Councilman Zoschak	-	Yes
	Mayor DeFillippo	-	Yes