



**TOWNSHIP OF ROCHELLE PARK
151 WEST PASSAIC STREET
ROCHELLE PARK, NJ 07662**

**MINUTES – BUDGET MEETING – February 6, 2013
Meeting to begin at 7:30 PM**

Call to order 7:40 PM

Open Public Meetings Act – According to the law, this meeting has been posted and is being taped.

Roll Call:

Comm. J. Ouellette
Comm. M. Kazimir
Comm. J. Kovalcik
Comm. F. Valenzuela
Mayor J. Scarpa

Pledge of Allegiance was led by Roland Jacobsen

Mayor Scarpa asked that everyone remain standing for a moment of silence remembering those in the military stationed overseas.

A motion was offered by Comm. Valenzuela and seconded by Comm. Kazimir to approve the agenda as amended. Motion carried on a voice vote – all voting “Aye”.

Resolutions:

The following resolution was offered by Comm. Kovalcik and seconded by Comm. Ouellette and reads:

Resolution #2013 – 43

A Resolution Amending Resolution #2012 – 199 entitled “A Resolution Authorizing Contract with Entech Corp for lining of existing Sanitary Sewer”

Whereas, the Township Engineer and Department of Public Works have recommended the CCTV Inspection and lining of an existing sanitary sewer line in the easement from Hobart Court to the Sprout Brook Pump Station; and

Whereas, the Township Administrator has reviewed this request and agrees that this work must be completed; and

Whereas, the Township Engineer secured quotations for the performance of this project; and

Whereas, the Contract for this project may be awarded without the necessity of competitive bidding since the anticipated cost will not exceed the applicable bid threshold; and

Whereas, one of the quotations received was from Entech Corp., 91 Ruckman Road, Closter, New Jersey, a company which is qualified to perform these services and has been approved by the Township Engineer; and

Whereas, the Chief Financial Officer has certified that sufficient funds exist for this purpose.

Now, therefore, be it further resolved by the Township Committee of the Township of Rochelle Park, County of Bergen and State of New Jersey, as follows:

1. A Contract be and is hereby awarded to Entech Corp for the inspection and relining of an existing sanitary sewer and easement from Hobart Court to the Sprout Brook Pump Station.
2. This Contract shall be in accordance with the proposal submitted by Entech Corp dated January 30, 2013.
3. The total Contract price shall not exceed \$26,000.00 in accordance with the proposal submitted by Entech Corp.
4. The Township Administrator is hereby authorized and directed to execute any and all vouchers, Contracts or invoices necessary in order to compete this project.

Now, therefore, be it further resolved that the Township Clerk be and she is hereby authorized and directed to forward certified copies of the within Resolution to the Department of Public Works, the Township Engineer and Entech Corp

Attest: Virginia De Maria

A motion was offered by Comm. Kovalcik and seconded by Comm. Ouellette to adopt the above resolution. Motion carried on a roll call vote – all voting “Aye”.

Discussion:

Budget Discussion – 2013

CFO – Roy Riggitano presented the Township Committee with an overview of the 2013 budget.

Police Department –7:45 PM – Chief Flannelly presented the Township Committee with the departments “wish list” which includes two new SUV’s and a part time clerical employee.

DPW- 8:00 PM – Superintendent James Schmunk presented the Township Committee with his “wish list” which includes a computer for the gas pump, the cost which will be split between several municipalities; also a new sweeper is needed. The Township Committee discussed the 2013 road program, after a brief discussion, the Committee agreed to add Lotz Lane to this list.

EMS- 8:15 PM – Capt. Jacobsen increased his 2012 budget by approximately 2%. He also reminded the Committee that EMS 2 is 10 years old. The Committee suggested contacting Verizon Fios for a free hook up to the Ambulance Building and possibly the Fire House as Cablevision is becoming too costly.

OEM – Pete Donatello discussed the possible purchase of a building which would house EOC and police communications in case of emergencies. This building would be out of the flood zone.

Municipal Court - 8:30 PM – Court Administrator Lynda Lasini advised that the new deputy court administrator would begin work next week. Citing the high volume of tickets issued, it is possible that she may have to add another court date. She asked the Committee’s consideration of a salary increase due to her certification.

Building Dept. - 8:45 PM – No report

Minutes of the Budget Meeting held February 6, 2013 cont.

Municipal Clerk - 9:00 PM – Advised that there is a strong possibility that early voting would become a reality. This would entail the Municipal Clerk's office being open two weeks prior to a general election, Saturdays and Sunday's included, eight hours per day. After a discussion, the Township Committee agreed to adopt a resolution against this new practice.

Fire Department - 9:15 PM – Asked for an increase in their operating budget for future training and preventive vehicle maintenance. They asked for monies for the outfitting of the new chief's vehicle purchased through Fire Prevention.

Fire Prevention - 9:30 PM – Darryl DeMott spoke of a lack of communication between his department and the finance office. He discussed the purchase of a new vehicle through Fire Prevention collected fees. Mayor Scarpa suggested possibly purchasing a hybrid.

Library – The Administrator spoke of behalf of interim library director Phyllis Palley. He advised that she feels the library is working out well. She would like authorization to purchase a circulation desk for \$25,900. This desk will be ADA compliant.

Administrator Davidson advised the Committee that he had been in contact with the Bergen County Coop for an electrical savings of approximately \$13,400. There is an opt out clause in the contract. He also advised that he had spoken to architects regarding constructing a hall from the library/senior door straight through to the tax office. The Administrator advised that it would be approximately \$25,000-\$30,000. The Committee advised that they would look for the funding to move this project forward. The Committee requested that there be some beautification of the entrances to the Township. A meeting with the 9-11 committee is scheduled for Thursday, February 7th.

Comm. Kazimir discussed the renovations of Carlock Field. After speaking with various departments Comm. Kazimir discussed changes in the already proposed plan. After a lengthy discussion it was determined that the Committee would proceed with previously agreed upon renovations.

A motion was offered by Comm. Valenzuela and seconded by Comm. Ouellette to open the meeting to the public. Motion carried on a voice vote – all voting "Aye".

Samantha Rhodes – Reporter The Our Town – Asked the definition of POSHA. Mayor Scarpa advised that it was Public Occupational Safety & Health Administration. She asked if there could be a usage of the old circulation desk. She was advised that the desk was in very bad condition.

A motion was offered by Comm. Ouellette and seconded by Comm. Valenzuela to close the meeting to the public. Motion carried on a voice vote – all voting "Aye".

A motion was offered by Comm. Valenzuela and seconded by Comm. Ouellette to open the closed session. Motion carried on a roll call vote – all voting "Aye".

Resolution #CS-2A 2013

A Resolution Authorizing Closed Session Pursuant to N.J.S.A. 10:4-12

Whereas, N.J.S.A. 10:4-12 allows for a public body to exclude the public from a public meeting in certain circumstances, and

Whereas, the Rochelle Park Township Committee is of the opinion that such circumstances now exist.

Now, therefore, be it resolved, by the Township Committee of the Township of Rochelle Park, County of Bergen, New Jersey that a Closed Session is hereby called at _____ on February 6, 2013 to discuss matters as permitted by law:

- _____ Matters, which by express provisions of Federal Law or state statute, shall be rendered confidential.
- _____ Matters in which the release of information would impair a right to receive funds from the Government of the United States.
- _____ Matters, which if disclosed, would constitute an unwarranted invasion of individual privacy.
- _____ Collective bargaining agreements or negotiations therefore with public employees and/or their representatives.
- _____ Matters involving the purchase, lease, or acquisition of real property with public funds, the setting of banking rates, or the investment of public funds where the disclosure could adversely affect the public interest.
- _____ Tactics or techniques utilized in protecting the safety and property of the public or any investigation of violations or possible violations of the law.
- _____ Pending or anticipated Litigation or contract negotiations in which the Township may become a party.
- _____ Matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his or her ethical duties as lawyer.
- X _____ Matters involving the employment, appointment, termination or employment, terms and conditions of employment, evaluation, promotions, or disciplinary action of any specific current or prospective public employee(s), unless all the individual(s)
- _____ Deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty or the suspension or loss of a license or permit of a party as a result of the actions of the party.

Be it further resolved that the matters so discussed will be disclosed to the public as soon as possible and to the extent that such disclosure can be made without adversely affecting the public interest or without violation of the confidentiality of personnel.

Attest: Virginia De Maria

Closed Session:

Responsibilities of the Administrator

A motion was offered by Comm. Valenzuela and seconded by Comm. Ouellette to close the closed session. Motion carried on a voice vote – all voting “Aye”.

Minutes of the Budget Meeting held February 6, 2013 cont.

A motion was offered by Comm. Ouellette and seconded by Comm. Valenzuela to open the meeting. Motion carried on a voice vote – all voting “Aye”.

A motion was offered by Comm. Ouellette and seconded by Comm. Kazimir to adjourn the meeting. Motion carried on a voice vote – all voting “Aye”.

Respectfully submitted,

Virginia De Maria
Municipal Clerk