

ALEXANDRIA TOWNSHIP COMMITTEE
Special Budget Meeting
MINUTES
February 21, 2017

This meeting was advertised in the Hunterdon Democrat, notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website (www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting called to order at 7:03 PM.

ROLL CALL:

PRESENT: Committeewoman Garay, Committeeman Pfefferle, Mayor Abraham

ALSO PRESENT: CFO Hart, DPW Foreman Glenn Griffith, Environmental Commission Chair Jay Arancio

ABSENT: None

FLAG SALUTE:

OLD BUSINESS:

- **BUDGET WORK SESSION #3:**

Environmental Commission Chair Jay Arancio was present and discussed with the Township Committee the budget for the Environmental Commission (EC) for 2017. The EC budget breakdown is as follows:

ANJEC Dues	\$300.00
Diana Dove Program	\$445.00 *
Community Day	\$750.00 (to include tent, table, chair rentals and a presentation from Snakes & Scales) **
Promotional Items	\$250.00 ***

*Lester D. Wilson School 2nd Grade Program “ Singing about NJ Wildlife Habitats & Litter”. Presented by Environmental Educators, Diana & Mike Dove.

** Community Day Rental Center USA of Hunterdon for tent 20 x 20, table 8 x 30 and chairs

*** Promotional wristbands for Well Water Test Day or possibly Community Day

CFO Hart prepared spreadsheets with actual numbers for this meeting.

Biggest Increase in the budget is Public Works due to the new contract that took effect last year.

DPW Foreman Griffith presented projects for 2017:

1.) Senator Stout Road

Project starts at Del Val HS and ends at Kingwood Township line. Project length is 3,700' long, existing width 20' change to 24' wide in width. Drainage System: 1050' of drainage pipe with 7 inlets near the top driveway of the school.

Cost (if done in house) approx. \$237,500.00

Cost (if done by contractor) approx. \$ 394,000.00

2.) Alexandria Drive, Manor Way and Oak Lane

Mill off 1 to 2 inches of asphalt and replace with 2 inches of new asphalt. Oak Lane is 750' long x 30 'wide = 2500 sq. yards. Alexandria Drive and Manor Way are 4,475' long x 24' wide with a 72' cul-de-sac =12,400 sq. yds. Replace Crossover drainage pipe on the backside of development plus add approx. 472' of 15" RCP with inlets to correct water issues on the backside of the development. Asphalt Required: 1,725 tons

Total Cost: \$145,000.00

3.) Drainage System on Schaaf Road

2015 Budget Item Request - called for a new cross over pipe with 2 inlets (work not completed) project is close to Route 579. Reason the work wasn't completed is because this is only part of the whole system.

Total Cost: \$2,200.00 to \$2,500.00

4.) Guard Rail-Creek Road

290' of new guard rail. 37.5" post spacing 8' long post

Total Cost: \$16, 250.00

5.) Oil & Chip Program

Looking to oil and chip approximately 5.5 miles of road at 20' wide. Three roads being done so far are: Jeremiah Lane, Weston, and Shy Creek Road. Additional roads to follow.

6.) Equipment Account

Started in 2010. The plan was to fund the account \$75,000.00 per year for a 10 year program and then re-evaluate.

Total Cost: \$50,000 for 2017

7.) Gravel Roads

Goritz Road approximately 800 tons of product (stone)

Dust control on Goritz Road, Mt. Salem, Whitehall, Schick, and Park driveway

Total Cost: \$21,000.00

8.) Asphalt Repairs throughout Township

Total Cost: \$50,000.00

9.) Street Signs

3 to 4 year change over plan. Change the size to meet new requirements and change the color from a "white" background with "black" letters to "green" background with "white" letters. Change aluminum plate from flat aluminum to extruded aluminum.

Total Cost: \$4,000.00 (Approx. \$40.00 a sign)

10.) Line Striping
4" solid yellow strip, latex paint
Total Cost: \$14,250.00

Total Costs of the DPW Projects including DPW doing Senator Stout Road \$634,000.00
Total Costs of the DPW Projects with outside labor for Senator Stout Road \$800,000.00

Township Total Budget for 2017 is approximately \$2.5 million dollars not including DPW projects.

In 2016, the Township raised \$1,536,790.00 in taxes which included surplus of \$400,000.00. The Township was able to return \$280,000.000 back into surplus. The Township raised taxes by two cents last year which generated \$67,000.00 to offset the budget.

For the 2017 budget, the Township Committee needs to raise \$130,000.00. CFO Hart noted that the Township will be anticipating a savings of \$55,000.00 this year due to changing banks and saving approximately \$25,000.00 in interest along with one-time fee savings. These savings reduce the budget shortfall by \$ 75,000.00.

The Township Committee can also utilize a surplus in Capital Ordinance Projects in the amount of \$275,000 for DPW projects.

The Township Committee discussed options pertaining to the \$130,000.00 budget shortfall.

- 1.) Absorb the \$130,000.00 increase with money from surplus
- 2.) Use Capital Surplus to fund the road program this year
- 3.) Can use 2014 & 2015 Road Program surplus for the road program

The Township Committee addressed concerns that every year \$300,000.00 needs to be taken from surplus to fund DPW projects. DPW costs are the majority of the annual budget and the Township Committee needs to address this gap sooner rather than later and that future layoffs of DPW personnel may need to be made to offset this deficit.

NEW BUSINESS:

None

COMMENTS FROM THE FLOOR:

None

Comm. Pfefferle made a motion, seconded by Comm. Garay to move to Executive Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

A confidential or excluded matter under Federal or State Law or Court Rule.

A matter involving information that may impair the Township's rights to receive funds from the United States Government.

A matter constituting an unwarranted invasion of an individual's privacy rights.

Collective Bargaining Agreement or negotiation of the Agreement.

Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.

Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.

Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.

Animal Control Investigative Services

Matters falling within the attorney-client privilege.

Personnel matters involving a specific employee or officer of the Township.

Employee Reviews

_____ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

Comm. Pfefferle made a motion, seconded by Comm. Garay to return to Public Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Comm. Garay made a motion, seconded by Comm. Pfefferle to have Township Administrator/Clerk Bobrowski call Animal Control Investigative Services to inform them that future payments for services will be held until the Township Committee receives proof that Animal Control Officer Barson is not involved with Animal Control Investigative Services as has been indicated by the new "Managing Member" Jennifer La Stella.

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- Contract Negotiations/Animal Control Investigative Services
Animal Control Officer Nathan Barson was arrested on February 3, 2017. The Township received correspondence on February 21, 2017 from Animal Control Investigative Services which noted that Jennifer La Stella is the "Managing Member" of the LLC. Ms. La Stella indicated in a phone call conversation to Township Administrator/Clerk Bobrowski that she is the new owner of Animal Control Investigative Services. Township will suspend services and payment to Animal Control Investigative Services until proof is shown that Jennifer La Stella is the owner of Animal Control Services, provides a member list, and operating agreement to reflect the removal of Mr. Barson from the company and its dealings.
- Personnel/Medical Benefits
Matter to Stay in Executive Session
- Contract Negotiations/Solid Waste Bid

Bid that was awarded to Premier Disposal was misinterpreted. Township will go out to bid again for a Solid Waste Hauler.

- Personnel/Employee Review

Township Committee would like to review job descriptions for employees, discuss job performance for employees, and future expectations of employees.

MOTION TO ADJOURN

Comm. Garay made a motion, seconded by Comm. Pfefferle to adjourn.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 10:44 PM.

Respectfully Submitted:

Michele Bobrowski, RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of February 21, 2017 and certify that said Minutes were approved unanimously by the Township Committee on the 12th day of April 2017.

Paul Abraham, Mayor

Dated: _____