

**TOWNSHIP OF MAHWAH
BUDGET MEETING MINUTES
SATURDAY, MARCH 27, 2021**

The Meeting was called to order at 9:03AM by Council President May who read the Open Public Meetings Act Statement as prescribed by law. Notice was emailed to The Record on March 19, 2021 and advertised on Wednesday March 24, 2021. Notice was emailed to The Ridgewood News for Information Only on March 19, 2021 stating this meeting would be held via Zoom Audio/Video Conference on Saturday, March 27, 2021 at 9:00AM.

Notice of this Meeting is posted on the Municipal Bulletin Board. The Minutes of this Meeting will be available in the Municipal Clerk's Office once they are approved by the Township Council.

SALUTE TO THE FLAG

MOMENT OF SILENCE FOR VETERANS AND THOSE SERVING IN THE MILITARY

A Moment of Silence was observed for those who served and those who are serving in the Military both here and abroad. It is because of their valor and bravery that we can hold Meetings such as these.

Present: Councilmembers Ariemma, Bolan Ervin, Ferguson, May, Paz and Wong

Also present were Business Administrator Benjamin Kezmarsky, Chief Financial Officer Joseph Kovalcik and Clerical Assistant Carolyn George.

PUBLIC PORTION

On a motion by Paz, seconded by Ferguson, the Meeting was opened to the public at 9:06AM. All in favor. Motion carried.

On a motion by Paz, seconded by Ervin, the Meeting was closed to the public at 9:07AM. All in favor. Motion carried.

MAHWAH EMERGENCY MEDICAL SERVICES (MEMS)

May thanked MEMS for their dedication and hard work during the last year during this Pandemic. He understands it was extremely difficult but everyone did a great job.

Ms. Carissa Magnani, Ms. Liz Villano and Mr. Walt Seaman were in attendance to discuss the Mahwah Emergency Medical Services 2021 Budget.

CAPITAL BUDGET

Ms. Magnani stated the First Response Vehicle in the Capital Budget was originally budgeted for \$44,000. The amount needs to be increased to \$51,900 because a Radio is required which was not in the Original Price. Mr. Seaman explained also included is a price increase from the State.

Ms. Magnani stated MEMS originally requested Pagers and Radios for \$73,000. Captain Blank was able to obtain a Quote for the Pagers reducing the Quote from \$49,000 to \$39,200. Ms. Magnani also stated MEMS originally requested 10 Motorola Communication Radios for \$24,000. These are no longer required as Captain Blank was able to obtain the Radios for MEMS.

Ms. Magnani thanked Council for inviting MEMS to attend a Budget Meeting.

Wong thanked MEMS for their continuing hard work.

Wong stated based on the 5-year Capital Plan provided by MEMS, has the Township incorporated that Plan into the Township's 5 Year Capital Budget Projection. Chief Financial Officer answered yes.

Wong asked if an 8-Year Useful Life is a good estimate for EMS Vehicles. Mr. Seaman answered yes.

Wong asked how many other Vehicles are in the Fleet besides EMS Vehicles 1 through 4. Ms. Magnani said there are three others: EMS Vehicles 6, 7 and 8. EMS 6 and 7 are First Responder Vehicles. EMS 7 is approximately 15 years old and is need of replacement due to safety issues. It is on the Capital Budget this year to be replaced with a SUV. EMS 8 is a Chevrolet Impala given to MEMS during COVID.

Wong asked if EMS Vehicles 1 and 2 are scheduled for replacement in 2022. Mr. Seaman answered yes. He added the request would be included in the 2022 Capital Budget and the Vehicles received in 2023. Chief Financial Officer said he would complete a Bond Ordinance for the Vehicles at the end of the 2022.

Miscellaneous H03-219

Ferguson stated this Line Item has been \$70,000 since 2016. Is there any need to increase this due to inflation? Business Administrator stated the \$70,000 is at the top of the limit with State Requirements.

Ferguson would like the Grant Writer to see if the EMS Vehicles for 2022 could be either donated or purchased through a Grant.

Paz asked what the \$70,000 in Miscellaneous H03-219 includes. Mr. Seaman stated it includes approximately \$22,000 for Vehicle Repairs and Modifications; \$16,000 for Supplemental Insurance, \$37,000 for Medical Supplies, \$3,200 for Oxygen, \$5,000 for Training and \$10,000 for Electronic Patient Care Reporting System (EPCR). Mr. Seaman stated the Total is over \$93,000. Ms. Magnani added the EPCR System is shared with Wyckoff and Oakland. And the Township received a Group Rate.

Bolan stated she sent an email to Ms. Villano regarding Jaguar Land Rover's Program called "Above and Beyond Service Awards." The Award Program applies to Volunteer Services. The Winner of the Program receives a Land Rover Defender Vehicle. Ms. Villano thanked Councilwoman Bolan and will review the information.

May asked if the Radios, originally on MEMS Capital Budget, were Radios from the new System from two years ago. Ms. Magnani answered yes. Captain Blank was able to locate 10 Radios.

May asked what kind of Vehicle Repairs are included within Line Item Miscellaneous H03-219. Mr. Seaman stated routine maintenance, tires, brakes and normal repairs.

May asked if the Department of Public Works would be able to do Routine Maintenance on MEMS Vehicles. Mr. Seaman stated currently Mahwah Ford and Mahwah Automotive perform the Maintenance with excellent service.

May suggested the Township's Grant Writer research getting an Ambulance. Ms. Magnani stated MEMS began researching two Grants for two CPR Automatic Devices. The Grants were rescinded due to COVID.

May asked if MEMS could reach out to Captain Blank for items within the 1033 Program. Ms. Magnani stated they do communicate with Captain Blank and have received many items using the 1033 Program.

CAPITAL BUDGET

Ferguson wondered if the level of vagueness within Capital Budget is acceptable. Chief Financial Officer answered yes. He added the broadness allows a Shorter Useful Life Designation.

Ariemma does not believe the Township should buy Recycling Trucks for the Department of Public Works. She believes there is too much money in the Capital Budget.

Paz asked if borrowing is customary in Municipalities. Chief Financial Officer stated every Town does this. He said he reviews the Market to keeps costs down.

Paz asked what amount must the Township authorize in the 2021 Capital Budget. Chief Financial Officer stated the Township only needs to authorize approved Programs like the Roads Program.

May understands the need to save money. However, the Township's Buildings, such as the Fire Companies, are in disrepair due to a lack of Routine Maintenance over the years.

Ariemma stated years ago the Council was told not to fix the roof at the old Department of Public Works Building. Wong added there were other repairs done to the Department of Public Works Building. May stated if the Department of Public Works Building was properly maintained from the very beginning, the Township may not have needed a new Building today.

Wong is concerned about the Status of the Township's AAA Rating when Items are being added to the Capital Budget. Chief Financial Officer answered the Rating Agency generally looks at the Debt as a percentage of Township's Budget.

Wong asked what the percentage of Debt Service is after 2021. Chief Financial Officer answered the Township's Debt Service is between 12% and 13%. Chief Financial Officer explained the process of maintaining and managing the AAA Bond Rating.

Paz asked what is included in Various Repair at Parks and Playgrounds in the Capital Budget. Chief Financial Officer answered it is General Maintenance and Repairs like doors, framing and new equipment.

Bolan asked if the \$50,000 in Line-Item N01-203 Repairs and Maintenance – Municipal Pool is in addition to \$250,000 in Capital Budget. Chief Financial Officer answered yes.

LINE ITEMS

M01-218 Special Events – Recreation Department

Paz suggested this Line Item be reduced by \$2,200 from \$22,200 to \$20,000. Then transfer \$1,500 to C04-218 Special Events/Beautification Committee - Department of Public Works to increase to \$5,000 from \$3,500. The remaining \$700 could be transferred to L50-218 Special Events – Access For All increasing from \$3,000 to \$3,700.

N01-203 Repairs and Maintenance – Municipal Pool

Paz suggested this Line Item be reduced by \$10,000 from \$50,000 to \$40,000 and transfer the \$10,000 into the Pool's Capital Budget Repairs and Maintenance.

Business Administrator stated C04-218 Special Events/Beautification Committee - Department of Public Works was increased due to a transfer of funds within the Department of Public Works during the March 20, 2021 Budget Meeting.

L50-218 Special Events – Access For All

Paz asked this Line Item be increased \$700 from \$3,000 to \$3,700 for 2021. May suggested this Line Item be increased \$500 from \$3,000 to \$3,500.

O80-257 Printing and Binding – Department of Public Works

Bolan asked for clarification regarding this Line Item. Chief Financial Officer stated this Line Item is for the Department's various Booklets the Department publishes. He suggested this Line Item can be reduced \$1,000 from \$6,500 to \$5,500.

G01-244 River Clean Up – Emergency Management Services

Bolan asked if this Line Item for \$15,000 is planned for 2021. She wondered if this is a duplication of efforts based on the Environmental Commission's Plans for a River Clean Up. Business Administrator stated an Order was received from the NJ Department of Environmental Protection two days ago for River Clean Up by EMS.

L30-204 – Professional Services – Historic Preservation Committee

Bolan asked for clarification regarding this Line Item for Moffatt Road Cemetery Tree Work. Business Administrator stated the Committee is working on a Project at the Cemetery. The work is being completed by Ramapo Tree.

N01-203 Repairs and Maintenance – Municipal Pool

May suggested this Line Item be reduced by \$20,000 from \$50,000 to \$30,000. May stated some of the Repair Projects for the Pool can be placed in the Capital Budget for next year. Business Administrator explained the Design and Planning for the Pool Projects can be completed and sent out to Bid over the Summer. The work could be scheduled to begin in the Fall 2021 or early Spring 2022.

Ferguson asked if there were any funds transferred out of the overall Equipment Portions of the Department of Public Works and transferred to Capital Budget. Chief Financial Officer removed \$75,000 from Building and Grounds – Department of Public Works and \$25,000 Emergency Services.

Ferguson asked if there were any reductions within the Central Accounts. Chief Financial Officer reduced Electricity by \$5,000, reduced Street Lighting by \$5,000, reduced Telephone by \$1,260, reduced Natural Gas by \$2,800, reduced Printing and Binding by \$3,000 and reduced Postage by \$2,700.

Ferguson asked if the Police Department Computer Request has been moved to Capital Budget. Chief Financial Officer answered yes.

Ferguson asked what is the amount transferred from the Operating Budget to the Capital Budget. Chief Financial Officer moved \$214,186.11 from the Operating Budget to the Capital Budget.

May asked if the Budget will be introduced on April 1. Chief Financial Officer answered yes.

On a motion by Paz, seconded by Ariemma, the Meeting was adjourned at 10:53PM. All in favor. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kathrine G. Coviello".

Kathrine G. Coviello, RMC/CMC/MMC
Municipal Clerk