

TOWNSHIP OF WASHINGTON, WARREN COUNTY

WORKSHOP MEETING

June 5, 2008

The Workshop Meeting of the Township Committee was held this date at the Municipal/Police Building located on Little Philadelphia Road. The meeting was called to order at 7:03 p.m. by Mayor David Dempski.

SUNSHINE LAW COMPLIANCE - The Mayor noted that this meeting was being held in compliance with the Open Public Meetings Law of 1975 in as much as a notice had been published in the Star Gazette, transmitted to the Express Times and posted at the municipal building.

SALUTE TO FLAG

ROLL CALL: Dempski, present; Elbassiouny, present; Horensky, present; Mueller, present; Strunk, present. Mary Ann O'Neil, Township Clerk, Peter de Boer, Public Works Manager and Barbara Emery, CFO were also present.

OTHER

Strunk said a communication had been received and action may be required. A letter addressed to the Washington Township Committee Members from Meadow Mc Cain was received. The letter stated, I hereby give notice to the Township Committee of my resignation as the Treasurer of Washington Township. Strunk said he would like to make a motion to accept the letter of resignation, Elbassiouny seconded. The Mayor asked if there was further discussion. Horensky said he would like to hold the motion until after the letter is discussed in Executive Session. There was discussion about going into Executive Session, but Strunk said the Rice Notice was for 7:30 p.m., so any discussion should not be until after that time.

OLD BUSINESS

1. Discussion, Inter Local Court Contract - The Mayor said he and Horensky had met with representatives of Mansfield Township regarding the Inter Local Court Agreement. They had some changes made to the contract to reflect a termination clause being inserted. There were two agreements for the Committee to review, both with an early out clause. One is based on a two year agreement and one is for a three year agreement. The Committee reviewed each contract and the suggestion was made that Salaries and Wages should be Salaries and Wages/O&E.

They were requiring a six month notice of termination. The Mayor preferred the three year agreement, which would have a six month turn around time. The Mayor said it gives the Township a good rate and one that is predictable. On the three years, Mueller had two corrections, under Terms of Agreement, the two years should be made three years and the date 20010 should be changed to 2010. The Mayor will advise Mansfield of the changes. Elbassiouny made a motion to approve a three year contract, there was further discussion, no second was made. Elbassiouny wanted the agreement to read that either party may terminate the agreement effective six months prior to the date. No action was taken on this matter.

2. Discussion/New Municipal Building - The Mayor distributed the Audio Recording/PA System RFP and the Network Installation RFP. He also passed out a list of the bond expenses so far. There would also be discussion on Change Order 19.

Pete de Boer said on Change Order 19, there were two individuals present that were at the last workshop meeting. They were available if anybody had any questions on Change Order 19. The Mayor said this was for installing the equipment for the alarm system. The key pads, strike pads, interview monitoring, video, etc. will all be installed. Horensky asked, on the equipment, will it meet any requirements that law enforcement has with regard to the security cameras. de Boer said there have been meetings and everything went through the police department, who are satisfied with system being installed.

The Mayor said that Change Order 19, Security, totals \$77,640. Mueller made a motion to approve Change Order #19, Elbassiouny seconded.

ROLL CALL: Mueller, yes; Elbassiouny, yes; Horensky, yes; Strunk, yes; Dempski, yes.

The Mayor said that previously the Clerk could see the Deputy's counter from her office. Currently, this has not been done, it is at a 90 degree angle, so the Clerk cannot see people coming in and out of the building. The upstairs camera has a feed into the Deputy Clerk's office, so she can see the front door. An option was developed, a monitor in the Clerk's office, so if the Deputy Clerk as out of the office, the Clerk could see who was coming in and out of the building. This is not part of the security amount, it would be an additional cost. Elbassiouny questioned the cost. de Boer said it would be \$1175. de Boer said a decision must be made on this tonight.

de Boer said Change Order 20 had been approved at the last meeting. He passed information on to the Committee. The Change Order was approved, the architect disagreed and the contractor disagreed. So, there was

a disagreement on whether the windows would or would not come out. A decision had to be made and de Boer decided to pull the windows out. The Committee had approved it already and the most obvious reason was the extended warranty (from 5 years to 10 years). Elbassiouny said, the architect said the windows should not be taken out and Coopersmith said no. Elbassiouny said the architect is signing off on all change orders, then a decision is made to over ride the change order, which he does not agree with it. The architect may be trying to prove a point to save the Township money. If the architect refuses to sign the change order, it means and believes in something very strongly. de Boer said the matter has not been straightened out, but the work has been done. de Boer said if this is not resolved by the end of the project, they will have to bring this matter before the Committee.

de Boer presented three proposals, Change Order 21. Coopersmith will not put his percentage on this proposal. This is an addition that the Mayor suggested. A separate quotation was done for a photo-badge system for all the employees. Also, the Clerk would have a speaker phone when the Deputy is out. Elbassiouny did not like this at all. Elbassiouny suggested just getting a buzzer to put outside the Deputy's office, which could be heard in the Clerk's Office and she could respond by going to the window. After discussion, at this point, there will be nothing installed in the Clerk's Office to monitor the counter when the Deputy is not in. Elbassiouny made a motion to only approve the photo badge proposal at \$5379, Dempski seconded.
ROLL CALL: Elbassiouny, yes; Dempski, yes; Horensky, yes; Mueller, yes; Strunk, yes.

de Boer said he had already had the Clerk's office wired for the speaker phone only. If we are not going with the speaker phone, then the Township has to pay for the pre-wiring, because he had it done while the walls were open. Elbassiouny said there was no authorization to do this work. Strunk asked what the cost of the pre-wiring was. There was six man hours and 250 feet of wire. This was for the second phone and video phone downstairs and wiring of the two intercom systems upstairs. After discussion, it was decided not to charge for it. Elbassiouny said the Committee is ultimately responsible for what goes on, so if the decision was not made to spend the money, it would not be paid.

EXECUTIVE SESSION

Strunk made a motion, by Resolution 08-83, to go into Executive Session at 7:20 p.m. on personnel matters in the Finance Department, Mueller seconded. All were in favor.

The doors were opened. Strunk made a motion to come out of Executive Session at 8:36 p.m., Mueller seconded. All were in favor.

The Mayor said the Committee came out of Executive Session at 8:36 p.m. They reviewed the situation of the Finance Department and will take appropriate action now to conclude the discussion in Executive Session.

Strunk made a motion to accept the resignation of Meadow Mc Cain, Elbassiouny seconded.
ROLL CALL: Strunk, yes; Elbassiouny, yes; Horensky, yes; Mueller, yes; Dempski, yes.

Strunk made a motion to hire Wayne Hartmann, at the rate of \$23 an hour as a consultant/contractor starting Friday, June 6, maximum of 29 hours, no benefits and with a probation of 90 days. Hartmann understands the contract can be terminated at any time. Strunk amended his motion to take out the probation of 90 days and it would just be a 90 day contract. Elbassiouny seconded. Also, the clerk is to advertise for a Treasurer. ROLL CALL: Strunk, yes; Elbassiouny, yes; Horensky, yes; Mueller, yes; Dempski, yes.

RESOLUTION

Horensky made a motion to approve Resolution 08-84, The Mayor and Committee of the Township of Washington, Warren County, New Jersey to explore the Feasibility of Entering into a Shared Services Agreement with Washington Borough to provide Police Services and Resolution 08-85, Resolution of the Township of Washington, County of Warren, State of New Jersey, Affirming the Action of Meadow Mc Cain in paying the fuel bill for the Washington Township Police Department and Department of Public Works, Elbassiouny seconded. All were in favor.

PROCLAMATION

The Mayor read a Proclamation on teachers that are retiring.

NEW BUSINESS

1. Strunk made a motion to approve the release of the RFP on the Audio Recording/PA System and RFP for the Network Installation, Mueller seconded

Horensky said other entities have an IT Department to do maintenance, monitoring the system and trouble shooting. There is nobody on staff capable to doing this. Elbassiouny said they will need to hire somebody. There was suggestions on using Warren County Community College, Warren County and Municipal software for this. Elbassiouny said he would abstain on this, because of Warren County Community College was being contact about the IT issue.

ROLL CALL: Strunk, yes; Mueller, yes; Elbassiouny, abstain; Horensky, yes; Dempski, yes.

2.3.4. The Mayor said he wants approval to look into getting two Network Servers for file storage, with the ability of storing and managing data separately. Also approval to purchase anti-virus software for new building network and approval to purchase Microsoft Office 2008 for the new building network. Horensky asked this be held until a later date.

5. Warren County Planning Director David Dech as written a letter asking whether or not the Township would want the County to take over the Waste Water Plan. Elbassiouny made a motion to allow Warren County to take over the Waste Water Plan and be the Wastewater Planning Agency, Horensky seconded.

ROLL CALL: Elbassiouny, yes; Horensky, yes; Mueller, yes; Strunk, yes; Dempski, yes.

6. Strunk made a motion to approve the Washington Township Panthers using the meeting room on Saturday, June 21 from 9:00 a.m. until noon and Saturday, June 28, 2008 from 9:00 a.m. until noon, Mueller seconded. All were in favor.

7. The Mayor asked to be authorized to send a letter opposing A-500, which will remove sources of affordable housing obligations money by making it a State Wide Development, as opposed to a local one. The Committee authorized the letter be sent.

Elbassiouny left the meeting at 8:45 p.m.

8. The Mayor said the Washington Borough Fire Department is 125 years old. They are having a parade and other festivities. The Washington Township Police have been contracted out to provide security for a beer garden and traffic. Chief Mc Donald asked if he could grant a waiver to the Administrative Costs for the police that day, which would be approximately \$100. Strunk made a motion to grant a waiver on the Administrative Costs for the police to do the Washington Borough Fire Department 125th Anniversary jobs, Horensky seconded. All were in favor.

9. The Mayor said on the Brass Castle Street Projects, there were supposed to be two flashing signs on the County Highway. The original engineer did not get County approval before he installed the signs on Brass Castle Road. The County wants the signs removed and reinstalled correctly which would be \$2800. Strunk made a motion to approve the removal and installation of the flashing sign, pending the availability of funds, Mueller seconded.

ROLL CALL: Strunk, yes; Mueller, yes; Horensky, yes; Dempski, yes.

10. The Mayor said he had received a call from the owner of the Ames Plaza. He said the Township Streets are flooding his building and where is the sewer plan? Horensky said the improvements were not fully installed as a result of the State Project from Brass Castle, Only Phase I was approved. Phase II would have corrected all the drainage problems on the road, but the funding was never approved. Horensky said all the water collected on that road now is passing through the property owners on the south side of Pleasant Valley Road, going over the embankment and dumping behind the Ames Building. Strunk said there has been no change in that drainage. The new building came after the drainage was there. Horensky said he was not sure if it was a preconditioning use, all he knows the concern is that the water is coming over the hill and dumping into the back parking lot and into the building. Strunk said there was no changes in drainage and all this was there prior to Ames putting in the building. They are the ones that cut the bank and created the situation of where the water runs.

OTHER

de Boer said one of the alternate bids on the new Municipal Building was a generator. He asked if they wanted a proposal on that. He passed out copies of a proposal. de Boer said he heard they may need an emergency back up generator to get a CO. The Mayor said there is not enough money in the bond and it would probably run around \$75,000. de Boer said he had a quote for less than that.

PAYMENT OF BILLS

Horensky made a motion to pay the bills, Mueller seconded.

ROLL CALL: Horensky, yes. Mueller, yes; Strunk, yes on the ones he signed: Dempski, yes.

ADJOURN

Horensky made a motion to adjourn at 9:25 p.m., Strunk seconded. All were in favor.

Respectfully submitted,

Mary Ann O'Neil RMC/CMC/MMC
Township Clerk