

**TOWNSHIP OF PARSIPPANY-TROY HILLS
TOWNSHIP COUNCIL SPECIAL MEETING**

March 27, 2012

Public Invited with Public Participation

MEETING CALLED TO ORDER by Council President Stanton at 7:30 p.m.

Roll Call:	Mr. Stanton	-	Present
	Mr. Cesaro	-	Present
	Mr. dePierro	-	Present
	Mr. Ferrara	-	Present
	Mr. Carifi	-	Present

OTHERS PRESENT:

Mayor J. Barberio; J. Lim, Business Administrator; A. Geany, Secretarial Assistant to the Business Administrator

FLAG SALUTE

PRESENT DURING PORTIONS OF THE MEETING:

A. Leal, Court Administrator; Police Chief A. DeZenko; Deputy Police Chief P. Philipps; Capt. Carifi; Capt. Pantina; Capt. E. Jasiacki; E. Hubner, Emergency Management Coordinator; M. Hardie, Purchasing Director; Kevin Ryan, Water Superintendent

The agenda of this meeting, to the extent known, is as follows:

Review and Discussion of the Mayor's 2012 Budget Recommendations

FORMAL ACTION MAY OR MAY NOT BE TAKEN.

Adequate notice of this meeting has been provided in accordance with the requirements of the Open Public Meetings Law by filing the notice in the Office of the Township Clerk and by posting the meeting notice on the bulletin board at the Municipal Building on March 22, 2012 where it has remained posted since that date. Copies of this notice were mailed by fax to The Daily Record, The Star Ledger and various other newspapers and local radio stations on March 21, 2012.

The Township Council commenced its review of the Mayor's 2012 budget recommendations.

MUNICIPAL COURT(270)

Present for this portion of the budget review: Alvaro Leal, Court Administrator

Mr. Leal informed the Council that the focus for his department this year is to generate revenue by deferring delinquent accounts to collections. The Court takes advantage of all avenues available to collect; however, there are still unpaid debts.

In response to Mr. Cesaro’s inquiry regarding line item 452, Translators, Mr. Leal confirmed that there has been an increase in the use of translators. However, Mr. Leal attempts to offset these costs using the telephonic interpreter.

PUBLIC DEFENDER/PROSECUTOR (271/272) These sections for the 2012 Budget were noted.

PUBLIC HEARING - DIVISION OF MUNICIPAL COURT, PUBLIC DEFENDER/PROSECUTOR

Council President Stanton opened the meeting to the public in connection with this portion of the Budget only, noting a three-minute time limit per speaker.

Seeing no one come forward, Council President Stanton closed the public hearing in connection with the Municipal Court, Public Defender/Prosecutor Divisions of the Budget.

POLICE DEPARTMENT (240)

Present for this portion of the budget review: A. DeZenzo, Chief of Police; Deputy Chief P. Philipps; Capt. Carifi; Capt. Pantina; Capt. E. Jasiacki

In response to President Stanton’s inquiry, Chief DeZenzo confirmed there are currently 93 officers and 3 anticipated retirements.

Jasmine Lim and Chief DeZenzo explained that the \$8,870 listed for Police Officer, New Hire, page 11 of 17 of the Salary and Wage section, was actually for the remainder of the 2011 pay for John Senisi. This item should have been listed on a separate line.

Mr. Cesaro expressed his concern regarding hiring four new officers in 2012 and suggested hiring three. Chief DeZenzo explained that the number of officers is at the lowest since the 1980’s and we are fast approaching a threat to the community if this should continue. Chief DeZenzo informed the Council that the transient population during the day triples to greater than 150,000 and three traffic officers are not sufficient to handle this volume. The Chief explained that there has been discussion to use civilians for parking enforcement.

Chief DeZenko explained, in response to Mr. Ferrara’s question, the advantage of hiring an officer at a higher rank via lateral transfers or from the RICE list. The officer would progress in steps and salary yearly. In addition to the three officers that are expected to retire, there may be a fourth officer to retire due to disability. The Mayor confirmed future replacements will be budgeted each year due to retirements. He further explained that no new hires were budgeted for the past two years.

President Stanton questioned the increase in line item 412, Physicals, Psychological Tests. Chief DeZenko confirmed the increase is due to the new hires and that psychological evaluations are given to lateral transfers.

Capt. E. Jasiiecki confirmed, in response to Mr. Cesaro’s inquiry regarding line item 229, Vehicle Equipment, there are currently 29 unmarked vehicles that are within the 100,000 mile range. Chief DeZenko, in response to Mr. Carifi, confirmed there are 26 marked vehicles, 10 of which have 50,000 miles and 11 have greater than 100,000 miles, anticipating an additional 25,000 miles per year, per vehicle.

Mr. dePierro questioned how many officers take vehicles home and if there is any effort to eliminate this practice. The Chief confirmed that there are three Captains, the Deputy Chief and the Chief that continue to take vehicles home due to emergency call outs.

Motion: Mr. Cesaro Seconded by: Mr. dePierro

To cut \$28,000 from line item 229, Vehicle Equipment, representing the unmarked vehicle.

Roll Call:	Mr. Carifi	-	yes
	Mr. Cesaro	-	yes
	Mr. dePierro	-	yes
	Mr. Ferrara	-	yes
	Mr. Stanton	-	yes

Mr. Cesaro pointed out the request for mattresses for cells in line item 231, Building Maintenance and requested an explanation as to why it is necessary to replace these each year. The Chief explained due to the abuse caused to the mattresses by bio-hazardous substances they are unsalvageable.

Mr. Cesaro questioned the amount for Landscaping under line item 231, Building Maintenance. Capt. E. Jasiiecki explained that this is for supplies purchased by the town’s Parks & Forestry department for upkeep of the grounds around the building. Ms. Lim confirmed that the labor is provided by Parks & Forestry and is not over time.

In response to Mr. Carifi’s question regarding line item 244, Clothing Allowance, Chief DeZenko confirmed that there are seven Dispatchers and approximately six per-diem Dispatchers that receive uniforms and cleaning of same each year.

In response to Mr. Ferrara's question regarding line item 252, Communication Equipment and Service, Investigative Division, Chief DeZeno confirmed that the request is for 12 Nextels and the description in the Explanatory Section of 8 PDAs should be removed, as it was a typo.

President Stanton and Mr. Cesaro questioned why money continues to be budgeted in line item 375, Microfilming & Shredding and not used. Capt. E. Jasiiecki explained that the county was in the process of a joint microfilming and shredding program, which the township was going to participate in, but our involvement was finally cancelled. Capt. Jasiiecki explained that it is now up to the Police Department to shred the inventory of boxes that had been put on hold. The Mayor confirmed that the \$8,000, not used in prior years, reverts to the General Fund. Ms. Lim and Capt. Jasiiecki confirmed that the \$9,000 includes \$1,000 for shredding and \$8,000 for microfilming. The Council requested receipts after the microfilming and shredding is completed.

Mr. Cesaro requested that there be a decrease to line item 297, Dues, Professional Journals and Conferences. Chief DeZeno explained that these expenses are contractual.

In response to Mr. Carifi's inquiry regarding line item 244, Clothing Allowance, specifically Initial Issue – 2 Special Officers, Chief DeZeno explained that the department would like to hire two additional Special Officers. There are currently six Specials with limited availability. The Specials are used daily for various patrols.

Mr. Ferrara and Mr. Cesaro questioned the cost of Dell computers in line item 264, Computer Equipment. Capt. E. Jasiiecki agreed to provide the specifications to the Council for these computers.

In response to Mr. Cesaro's question regarding defibrillators included in line item 445, Safety Equipment, Patrol Division, Capt. Carifi explained that the police building and every marked car on the road has a defibrillator. Capt. Jasiiecki explained that some will be replaced and others upgraded.

Mr. Carifi questioned Hepatitis B shots and Chief DeZeno confirmed the shots are offered to the patrol officers. Capt. E. Jasiiecki agreed to provide the cost breakdown of the shots to Council.

Chief DeZeno explained, in response to Mr. Cesaro's inquiry regarding line item 412, Physicals, Psychological Tests, specifically random drug tests, this is a program that he would like to reinstate in the department.

Motion: Mr. Ferrara

Seconded by: Mr. Carifi

To reduce random drug tests from 40 to 20 under line item 412, Physicals, Psychological Tests, resulting in a savings of \$700.

Roll Call:	Mr. Carifi	-	yes
	Mr. Cesaro	-	yes
	Mr. dePierro	-	yes
	Mr. Ferrara	-	yes
	Mr. Stanton	-	yes

In response to President Stanton’s question regarding Fitness for duty under line item 412, Physicals, Psychological Tests, Chief DeZenzo explained this is for officers involved in situations of a severe nature or those exhibiting troubled behavior that may require a psychological evaluation to return to work.

Mr. Ferrara inquired as to why the amount of ammunition included under line item 411, Armaments – state mandated does not change, even if there are less officers. Chief DeZenzo explained that there are several different factors involved, including officers that need to qualify and may have to try more than once, so it is difficult to anticipate exactly how much ammunition will be needed. The ammunition that is not used is stockpiled.

Mr. Cesaro requested the Chief to provide the Council with an inventory of the Police Department’s ammunition.

Mr. Cesaro returned to line item 264, Computer Equipment, questioning the mounts used for the lap top computers. Chief DeZenzo explained that some time ago it was decided that the use of a portable mount with the standard lap top was less expensive than purchasing a “tough book,” lap tops specifically made for rough handling. The Chief confirmed that the mounting unit is bought separate from the lap top. The mounting units are used 24/7 and there are currently four broken and two will be replaced.

Capt. E. Jasiocki explained to the Council that the money budgeted for unanticipated technical support for computer system under the same line item is for vendor expenses that fall outside contractual obligations. It is more cost effective to call in outside support due to the knowledge level required for the repairs. Mr. Jasiocki further explained that the amount budgeted is not for one expense, it is a multitude of unanticipated support and/or replacement parts that may be required.

In response to Mr. Carifi’s question regarding line item 525, Waste Oil Removal, Chief DeZenzo confirmed that a vendor is paid to remove the used oil. The Chief agreed to investigate Mr. Carifi’s suggestion of having a vendor purchase the oil.

ANIMAL CONTROL (890) Ms. Lim and the Mayor confirmed for Mr. dePierro that the township has a shared services agreement with Hanover Township for Animal Control services and that \$30,000 will appear under Revenue in the budget. Ms. Lim explained that we have the officers working extra hours, but the agreement allows for compensation for each call out above the \$30,000. She also explained that the township has a substitute Animal Control Officer.

PUBLIC HEARING- POLICE DEPARTMENT (240) AND ANIMAL CONTROL (890)

Council President Stanton opened the meeting to the public in connection with this portion of the Budget only, noting a three-minute time limit per speaker.

Pat Petaccia, 182 Hawkins Avenue

Ms. Petaccia expressed her concern over hiring officers at higher steps and pointed out that the township is already paying for and will continue to pay for officers who have retired. She suggested that the township look into what she feels is a “top heavy” staff. Ms. Petaccia brought to the Council’s attention the vehicle purchased by the Police Department from the 2011 Budget and the fact that it is no longer in that department. She suggested the vehicle be put back in the Police Department and another vehicle cut from the 2012 Police Budget.

Seeing no one else come forward, Council President Stanton closed the public hearing in connection with the Police Department and Animal Control.

Brief Recess

OFFICE OF EMERGENCY MANAGEMENT (330)- Present for this portion of the budget review: A. DeZenzo, Chief of Police and E. Hubner, Emergency Management Coordinator

Chief DeZenzo explained to the Council that discussions have taken place very recently to merge the Office of Emergency Management with the Police Department.

Mr. Cesaro questioned if there would be redundancies if the departments are merged. Chief DeZenzo explained that although there will be some redundancies, there will be a costs savings in the end. Mr. Hubner pointed out that the requested budget was kept to a minimum, but at this time it is difficult to say what can be eliminated. The Council agreed that due to the merger and the fact that it will result in a decrease rather than an increase, there is no point in making cuts to this budget at this time. If Chief DeZenzo and Mr. Hubner are able to come up with an updated plan prior to adoption of the budget, it will be readdressed at that time.

In response to Mr. Ferrara’s question, Mr. Hubner confirmed that the department has five vehicles and four trailers and Emergency Management vehicles use the fuel pumps at the Department of Public Works.

PUBLIC HEARING- OFFICE OF EMERGENCY MANAGEMENT

Council President Stanton opened the meeting to the public in connection with this portion of the Budget only, noting a three-minute time limit per speaker.

Seeing no one come forward, Council President Stanton closed the public hearing in connection with the Office of Emergency Management Budget.

PUBLIC BUILDINGS (140) AND STREET LIGHTING (455) - Present for this portion of the budget review: M. Hardie, Purchasing Director

PUBLIC BUILDINGS (140) Mr. Hardie explained to the Council that this budget is for Building Maintenance and many times is used in the event of emergency situations, such as replacement of the main electrical panel and chiller that was needed for Town Hall in 2011. He further explained these unexpected costs use the money originally budgeted for other items, which results in repeated requests in future budgets.

Mr. Hardie explained to the Council that line item 423, Postage and Mailings includes the postage machine, FedEx and mailings.

In response to Mr. Ferrara's question, Mr. Hardie confirmed that he does have a township vehicle and uses the fuel pumps at the Department of Public Works.

Mr. Hardie and Ms. Lim explained that the requested increase in gas prices from November to now is due to rising prices. It is difficult to anticipate where fuel prices will top off.

CAPITAL (140) In response to Mr. Cesaro's questions Mr. Hardie and Ms. Lim explained that the roof at Town Hall has been repaired, but never replaced, and it is approximately 50 years old. Ms. Lim explained that the generator is for the Community Center and it will allow the township to use it as a shelter.

STREET LIGHTING (455) Mr. Hardie explained to the Council that Jasmine Lim arranged for the township to participate in coops saving the township on electricity expenses. Ms. Lim further explained that the township switched to LED lights for traffic lights as part of the Energy Block Grant resulting in an additional cost savings.

PUBLIC HEARING- PUBLIC BUILDINGS AND STREET LIGHTING

Council President Stanton opened the meeting to the public in connection with this portion of the Budget only, noting a three-minute time limit per speaker.

Seeing no one come forward, Council President Stanton closed the public hearing in connection with the Public Buildings and Street Lighting Budgets.

WATER UTILITY (600)- Present for this portion of the budget review: R. Strechay, Director of Municipal Utilities, Kevin Ryan, Water Superintendent

In response to Mr. Cesaro's question with respect to plans for the Water Utility in 2012, Mr. Ryan explained that one major project that must be done is replacement of 1,800 feet of a 10" main on Hill Road. He explained that if this were to rupture, it would close part of Route 46, two medical buildings and three hotels and repairs take over 18 hours.

Mr. Stanton questioned the amount requested in line item 231 Building Maintenance. Mr. Ryan explained that this is a result of the energy audit done performed by the township. The windows are greater than 25 years old and will all be replaced.

Mr. Ryan explained that the utility has to pay for its own postage and there is a mandatory consumer confidence report mailed each year.

Mr. Stanton questioned the amount budgeted in line item 266 Public Information. Ms. Lim explained that this is a portion of the budget for Video On The Go, which is allocated out to the Utilities as well as the Current Fund.

In response to Mr. Stanton's question with respect to line item 303, Electric Pumping Power, Mr. Ryan explained that last year was a wet year; if the township is not pumping the water the electricity is not being used. Mr. Ryan continues to receive bills from last year.

Mr. Ryan explained to the Council that Lease line in line item 480 Telephone are strictly dedicated lines for the Water Utility to operate. Mr. Ryan explained that we are trying to update to radios to get away from the leased lines, but as of now they are still needed.

In response to the Council's question, Mr. Strechay confirmed the Water Utility surplus is currently 1.5 million dollars. Mr. Strechay confirmed that there are no rate increases planned for this year.

Mr. Ryan explained to the Council the costs budgeted in line item 426 Printing is for printing of the bills, delinquent and collection notices for the Water and Sewer Utilities, which is done in house.

CAPITAL (625) Mr. Ryan explained that the 8 Yard Dump Truck is beyond repair and must be replaced. Mr. Ryan further explained that the pumps at Wells 20 and 21 are roughly 22 years old, there have been break downs and replacements are now necessary.

PUBLIC HEARING- WATERUTILITY

Council President Stanton opened the meeting to the public in connection with this portion of the Budget only, noting a three-minute time limit per speaker.

Pat Petaccia, 182 Hawkins Avenue

Ms. Petaccia asked if the Blue Collar contracts are being negotiated, if any surplus is being used and if the radio installations could be further explained.

Ms. Lim confirmed that the Blue Collar contracts are being negotiated and that \$850,000 of surplus is being used. Mr. Ryan explained the use for the leased phone lines and that the radios would be used in place of the phone lines.

Jonathan Nelson, 202 Patriots Road

Mr. Nelson expressed his concern on the accuracy of water readings and asked when the project would be complete. Ryan explained that there are 300 pits to go and the entire RF units will be done after which the commercial units will be changed out. The entire project should be done within a year.

Seeing no one else come forward, Council President Stanton closed the public hearing in connection with the Water Utility Budget.

MOTION TO ADJOURN MEETING: Mr. Cesaro

SECONDED BY: Mr. Ferrara

Roll Call:	Mr. Carifi	-	yes
	Mr. Cesaro	-	yes
	Mr. dePierro	-	yes
	Mr. Ferrara	-	yes
	Mr. Stanton	-	yes

MEETING ADJOURNED: 9:50 p.m.

Minutes Approved:

