

STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES
January 7, 2017
Special Budget Meeting #2

A SPECIAL BUDGET MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings at 9:10 a.m. noting the meeting date, time and place were sent the New Jersey Herald and posted at the Town Hall, on the Township's website and advised those present that this meeting was being held in compliance with provisions of P.L. 1975, Chapter 231, Sections 4 & 13.

Roll Call: PRESENT: Mayor Chamblings, Committeeman Gross, Committeeman Fisher, Committeeman Scott, Committeeman Morrison, Municipal Clerk Lynda Knott, CFO Dana Mooney, ABSENT: None

Mayor Chamblings asked all present to join her in saluting the flag.

This budget discussion began with the Stillwater Emergency Squad represented by Captain Patrick Bodensieck and Communications Specialist Steven Sugar.

Captain Bodensieck asked for an increase of \$5,000 in the Township's donation to the EMS from \$15,000 to \$20,000 because the Striker stretcher system payments of \$3,000+ a quarter leave them approximately \$4,000 short. Captain Bodensieck asked for an increase for CEU training and an increase from \$5500 to \$6000 in vehicle maintenance because both ambulances are now out of warranty. Mr. Bodensieck noted he would speak to P. L. Customs and see if they will extend the warrantee on "51" that expired in 2016.

Mr. Morrison suggested paying off the balance of the Striker loan of \$16,353.15 instead of increasing the EMS donation to \$20,000.00. Mr. Scott agreed. Mr. Scott also wanted to see the EMS's 2016 financial reports before any increase is given. EMS Treasurer Michele Hess would be bringing the financials and the LOSAP budget shortly.

Mayor Chamblings asked Mr. Bodensieck if the EMS was working with surrounding towns on a mutual aid agreement like the Fire Department has with Fredon and Hampton Townships. Captain Bodensieck said there are discussions but Hampton EMS is not part of the First Aid Council and therefore do not have the requirement that an EMT must ride on the ambulance. A requirement Stillwater and Fredon Township abide by. A discussion of the First Aid Council followed.

Mr. Gross discussed that reports are due for all departments to be included in the packet for the second Township Committee meeting each month.

CFO Mooney asked Captain Bodensieck about the EMS's request for capital items.

Captain Bodensieck said the EMS is asking for five sets of turnout gear for their new members \$3380.95 and for 10 new radios and 10 new pagers for those members and to have a few in stock for new members. Captain Bodensieck noted the EMS had no back stock now for radios/pagers. The cost of the radios and pagers are \$6,600.00. The Clerk noted the quotes for turnout gear and radios/pagers needed to be updated and would e-mail the vendors for current quotations.

The next capital item is an upgrade for radio communications in the form of a voter (which holds 12 cards) and a repeater. The EMS and the Fire Department are each requesting half of the system \$13,000.

Mr. Morrison stated that in 2007 a lot of money was spent trying to upgrade radio communications but the upgrade failed to really improve service. Mr. Sugar discussed the voter/repeater system will definitely help with communications. Eleven additional repeaters could be placed in additional spots in the Township to continue to improve communications. A discussion of the technology and how it works was led by Mr. Sugar. Questions from the Township Committee about where the best first spot for a repeater prompted Mr. Sugar to tell the Township Committee he would discuss the best spot for the repeater with Mr. Korvar of Sussex County 911 and report back to the Township Committee.

Treasurer Michele Hess arrived with the financial reports requested by the Township. Ms. Hess confirmed that there are five payments of \$3270 left on the Striker loan (a balance of \$16,353.15). Ms. Hess also confirmed the Stillwater EMS has a banking balance of \$73,689.00. They also have \$48,000.00 in an account guaranteeing their payments to Striker as a requirement of the Stillwater Township Committee to co-sign their loan. Ms. Hess noted the funds are aggressively invested and could be used as a contribution toward a new ambulance in the future.

Ms. Mooney stated that the LOSAP budget is very important because in 2016 budget consisted of \$6,000 for EMS but in actuality if all members received 100% contribution the amount needed would be \$17,000.00. So the difference between \$6,000 and the actual contribution needed must be made up in the 2017 budget and also include the amount needed for the 2017 fiscal year LOSAP calculation.

The EMS budget conversation concluded and Captain Bodensieck and Mr. Sugar left the meeting.

Mayor Chamings began discussing the Planning Board budget noting the Planning and Zoning Boards' attorney had retired and RFPs for attorney were being reviewed and discussed. Mayor Chamings also said the cost of the firms who applied was very close and budgeting was not difficult.

Mr. Fisher discussed his concerns on the salary of the boards' secretary. He feels instead of the secretary receiving a salary for each board the boards should combine her work load and she should be paid half of her salary if no meeting but the full amount if a meeting was held. Mr. Scott stated there are other factors and preparation done for applications that are not tied to a meeting that the secretary should be paid for. Mr. Morrison agreed there is work done behind the scenes that should be compensated. Mayor Chamings noted all employees were given a "sunshine notice" that salaries would be discussed and the committee should wait until everyone is given a chance to reply before salaries are discussed.

The Zoning Board of Adjustment budget remains largely the same as 2016 with a decrease of \$1,000 in litigation.

The Environmental Commission's budget request is down 40% because the green team line was eliminated and the stream water testing line was cut in half because they really concentrate on testing every other year.

Mayor Chamings noted the township's employees were planning to attend the February 4, 2017 special budget meeting to hear the discussion on their raise percentage. Green Township is giving their employees a 4% increase in 2017 and Fredon Township is giving their employees 3%.

Mr. Morrison asked the CFO to let him know where the budget would stand if all requests were granted from appropriations to capital were granted.

Ms. Mooney said she would put that request together for the Township Committee but also added that the payoff of the Striker loan (\$16,353.15) and the second half of the repeater (\$13,000.00) had not been considered before today's meeting and yet the 2017 budget is down \$90,000.00 from the 2016 budget.

Mr. Morrison also asked that a price to clean the old police records from mold be determined so that a clean-up of those materials can be arranged before the building itself is affected.

The meeting adjourned at 11:40 a.m. with a majority voice vote.

Respectfully submitted,

Lynda Knott, Township Clerk