

**TOWNSHIP OF COLTS NECK
TOWNSHIP COMMITTEE MEETING
APRIL 24, 2013
7:30 P.M. AT TOWN HALL**

The meeting of the Colts Neck Township Committee was called to order at 7:30 p.m. by Mayor Fitzgerald followed by a salute to the flag. The following statement was read by Township Clerk, Mr. Bowden: "The notice requirements of the New Jersey Open Public Meetings Law have been satisfied by forwarding a News Release to the Asbury Park Press on December 12, 2012 stating a regular meeting of the Colts Neck Township Committee would be held April 24, 2013, 7:30 p.m., Colts Neck Town Hall, 124 Cedar Drive, Colts Neck, New Jersey. The notice requirements have been posted on the Township bulletin board and a copy is on file in the office of the Township Clerk."

Roll call by Mr. Bowden indicated the following:

Present: Mayor, Michael Fitzgerald; Deputy Mayor, Russell Macnow;
Committeemen James Schatzle and Thomas Orgo

Also Present: Administrator/Municipal Clerk, Robert Bowden; Deputy Municipal Clerk, Beth Kara; and Township Counsel, Chris Ackerman, Esq.

Absent: None

Mr. Bowden stated Mr. Engel will be arriving momentarily.

1. **APPROVAL OF MEETING MINUTES - APRIL 10, 2013:** Mr. Orgo made a motion to approve, seconded by Mr. Schatzle and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow			X			
Schatzle		S	X			
Orgo		M	X			
Engel						X
M - Moved	S	Secinded	X - indicates vote	NV - Not Voting	Ab - Absent	

2. **MAYOR'S PROCLAMATION: MUNICIPAL CLERKS WEEK, MAY 5 THROUGH MAY 11, 2013.** Mayor Fitzgerald read the proclamation in full. The week of May 5 through May 11, 2013 was proclaimed the Municipal Clerks Week within the Township of Colts Neck. Mayor Fitzgerald thanked Mr. Bowden and Ms. Kara for their service as Municipal Clerk and Deputy Municipal Clerk, respectively, and presented Ms. Kara with a beautiful floral arrangement on behalf of the Township Committee.

3. **PUBLIC HEARING: 2013 MUNICIPAL BUDGET:** Mayor Fitzgerald provided comments on the 2013 municipal budget, which are appended. Hearing no comments from the Township Committee, Mayor Fitzgerald opened the meeting.

Mr. Chuck Camarata, a resident, stated the Township borrowed \$2.5 million for Super Storm Sandy costs for a one year period and questioned how the Township will repay this debt in one year. Mayor Fitzgerald responded any FEMA money received will be applied against the debt. Mr. John Antonides, Chief Financial Officer, stated the balance of the debt, estimated at \$550,000, would be financed over a period of five years, and repayment by the Township is estimated to be \$137,500 per year over the next four budget years.

Ms. Elaine Mann, a resident, questioned if the Open Public Meetings Act applies to Fire Company meetings. Mr. Macnow responded that this question has been asked by Ms. Mann and answered by the Township Attorney previously.

Committeeman Engel arrived at 7:45 p.m.

Ms. Mann stated a resolution or ordinance needs to be adopted for donations to non-profit groups and questioned the allocation of \$37,500 to the Senior Citizens. Mayor Fitzgerald thanked Ms. Mann for her comments, noting she brings up this issue at every meeting. Ms. Mann questioned the money allocated for the new roof at Town Hall. Mr. Bowden responded the money has been allocated and the bid specifications for the slate roof replacement have to be finalized.

Ms. Jane Langseth, a resident, stated some curbs on Green Hill Road are crumbling and questioned only allocating \$5,000 for road materials. Mayor Fitzgerald responded Green Hill Road is on the capital improvements list for consideration by the Governing Body. Mayor Fitzgerald indicated an item listed on tonight's agenda for discussion are proposed roads for improvement, which include: Richmond Court; Gateway, Birch Cherry and Dogwood Court; Fairway East and West; Cedar Drive; Amsterdam Court; Bluebell Road; Colts Gait Lane, Pacer Court; Mühlenbrink Road; East Larchmont Drive; and Green Hill Road, Lakeview Terrace and Brookside Drive. Curb replacements are proposed for portions of Wellington Court and Stoney Creek Lane.

Mr. Vince Domidion, a resident, noted Colts Neck has one of the lowest per capita tax figures in the County, which affirms the fiscal prudence of how the Township is run. Mr. Domidion noted the debt service increased due to Super Storm Sandy; however, with all the work that was done, the 2013 budget is almost the same as the 2012 budget. Mr. Domidion stated the proposed 2013 budget is good. Mr. Domidion stated when money is cheap, we need to spend more on the roads.

Hearing no further comments, Mayor Fitzgerald closed the meeting.

4. **RESOLUTION 2013-53: RESOLUTION CONFIRMING ADOPTION OF 2013 MUNICIPAL BUDGET** was read by title by Mayor Fitzgerald. Mayor Fitzgerald stated the budget process included meetings on Saturday mornings and one evening, and he thanked his fellow Committeemen and Township professionals for getting the job done. Mayor Fitzgerald noted the 2013 municipal budget is as follows: General Budget, \$10,626,014.00; Dedicated Open Space, \$365,888.68; for a total of \$10,991,902.68. Mr. Macnow made a motion to approve, seconded by Mr. Engel and unanimously carried.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow		M	X			
Schatzle			X			
Orgo			X			
Engel		S	X			
M - Moved	S	-	Seconded	X	-	indicates vote
	NV	-	Not Voting			
	Ab	-	Absent			

Messrs. Antonides and Allison left the meeting at 7:55 p.m.

5. **CAPITAL ORDINANCE 2013-7: CAPITAL ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND THE PURCHASE OF VARIOUS CAPITAL EQUIPMENT, AND APPROPRIATING \$296,100.00 THEREFOR, AUTHORIZED IN AND BY THE TOWNSHIP OF COLTS NECK, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY** was read by title at first reading by Mayor Fitzgerald. Mr. Bowden stated the items listed were included in the 2013 municipal budget. Mayor Fitzgerald noted since Super Storm Sandy, the Police have been walking on glued floors in the basement, and the handicapped bathroom and shower improvements at the First Aid Squad building were related to heavy usage during Super Storm Sandy. Mr. Macnow made a motion to approve, seconded by Mr. Schatzle and unanimously carried. Mayor Fitzgerald set the public hearing May 8, 2013.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow		M	X			
Schatzle		S	X			
Orgo			X			
Engel			X			
M - Moved	S - Secended	X - indicates vote	NV - Not Voting	Ab - Absent		

6. **ORDINANCE 2013-8: AN ORDINANCE ENTITLED A 2013 SALARY ORDINANCE OF THE TOWNSHIP OF COLTS NECK** was read by title at first reading by Mayor Fitzgerald. Mr. Bowden stated the positions listed are non-union personnel and increases range from one to two percent. Mr. Macnow made a motion to approve, seconded by Mr. Schatzle and unanimously carried. Mayor Fitzgerald set the public hearing May 8, 2013.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow		M	X			
Schatzle		S	X			
Orgo			X			
Engel			X			
M - Moved	S - Secended	X - indicates vote	NV - Not Voting	Ab - Absent		

7. **RESOLUTION 2013-54: RESOLUTION CONFIRMING AND CERTIFYING LENGTH OF SERVICE AWARD PROGRAM (LOSAP) CREDITS FOR 2012 FOR COLTS NECK FIRST AID SQUAD** was read by title by Mayor Fitzgerald. Mr. Bowden stated the First Aid Squad provided the roster, which must be posted for 30 days at the First Aid Squad Building and Town Hall. Mr. Engel stated both he and Mr. Schatzle are members and will abstain from voting. Mr. Orgo made a motion to approve, seconded by Mr. Macnow and carried by Messrs. Fitzgerald, Macnow and Orgo; Messrs. Schatzle and Engel abstained.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow		S	X			
Schatzle					X	
Orgo		M	X			
Engel					X	
M - Moved	S - Secended	X - indicates vote	NV - Not Voting	Ab - Absent		

8. **RESOLUTION 2013-55:** RESOLUTION CONFIRMING AND CERTIFYING LENGTH OF SERVICE AWARD PROGRAM (LOSAP) CREDITS FOR 2012 FOR COLTS NECK FIRE COMPANY NO. 1 AND NO. 2 was read by title by Mayor Fitzgerald. Mr. Bowden stated these lists were provided by the Fire Chief and will be posted for 30 days in the respective Fire Houses as well as at Town Hall. Mr. Schatzle is a member and will abstain from voting. Mr. Macnow made a motion to approve, seconded by Mr. Orgo and carried by Messrs. Fitzgerald, Macnow, Orgo and Engel; Mr. Schatzle abstained.

RECORD OF VOTE								
Committeeman	M	S	Yes	No	NV	Ab		
Mayor Fitzgerald			X					
Deputy Mayor Macnow		M	X					
Schatzle					X			
Orgo		S	X					
Engel			X					
M - Moved	S	- Seconded	X	- indicates vote	NV	- Not Voting	Ab	- Absent

9. **RESOLUTION 2013-56:** RESOLUTION AUTHORIZING THE EXECUTION OF A COMMODITY RESALE AGREEMENT WITH THE COUNTY OF MONMOUTH was read by title by Mayor Fitzgerald. Mr. Bowden stated this is a shared service agreement with the County, which provides the Township with the ability to purchase goods through the volume discounts available to the County. The Township has purchased salt and fuel through this agreement. Mayor Fitzgerald requested we include a stipulation that vendors provide the needed goods to the Township before supplying the general public, and noted the potential gasoline shortage for Township vehicles during the Super Storm Sandy recovery period. Mr. Bowden stated he will work with Mr. Macnow on this issue. Mr. Engel made a motion to approve, seconded by Mr. Orgo and unanimously carried.

RECORD OF VOTE								
Committeeman	M	S	Yes	No	NV	Ab		
Mayor Fitzgerald			X					
Deputy Mayor Macnow			X					
Schatzle			X					
Orgo		S	X					
Engel			X					
M - Moved	S	- Seconded	X	- indicates vote	NV	- Not Voting	Ab	- Absent

10. **DISCUSSION:** ROAD RECONSTRUCTION AND IMPROVEMENTS, PUBLIC WORKS VEHICLES AND EQUIPMENT. Mayor Fitzgerald stated Mr. Thompson, DPW, provided a list of roads in need of resurfacing and DPW equipment to be replaced. Discussion ensued. Mr. Bowden noted there are approximately 100 miles of public roads within the Township; roads have a lifespan of 20 years, and five miles of roads should be replaced each year. Mr. Engel stated he would like to know the number of miles of roadway associated with in Mr. Thompson's list. Mr. Orgo stated older roads that have not been touched should be reviewed. Mayor Fitzgerald expressed concern about being proactive with road replacements while balancing the impact of rising debt service and increased cumulative debt facing taxpayers in years to come. Mayor Fitzgerald advised he questioned Mr. Simpson, NJDOT, as to why the State doesn't negotiate a State-wide price for road repaving. Mr. Simpson stated he is bringing this idea back to Trenton. Mr. Bowden suggested having the Township Engineer prepare current cost estimates for the roads listed and continue further discussion of this issue during the June 12th meeting. Based on more current estimates for road resurfacing, the Township Committee will be better able to determine what can be spent on DPW vehicles and equipment. Mr. Thompson will be asked to prioritize the vehicles and equipment list. Mr. Bowden stated the

Township Committee may want Mr. Thompson and Mr. Gerken to attend the future meeting when this discussion topic is again on the agenda. Mr. Bowden stated the Finance Sub-Committee is meeting tomorrow.

11. **ADMINISTRATIVE REPORT:** Mr. Bowden had nothing to add to his report this evening.

At this time, Mr. Bowden asked that the following resolution be added to the agenda:

12. **RESOLUTION 2013-57: RESOLUTION AUTHORIZING**

SUBMISSION OF TONNAGE GRANT APPLICATION was read by title by Mayor Fitzgerald. This resolution endorses the submission of the recycling tonnage grant application to the NJDEP and requires the monies received from this grant be used solely for the purposes of recycling. Mr. Bowden stated the tonnage grant nets approximately \$35,000 annually to the Township. Mr. Engel made a motion to approve, seconded by Mr. Macnow and unanimously carried.

RECORD OF VOTE						
	M	S	Yes	No	NV	Ab
Committeeman						
Mayor Fitzgerald			X			
Deputy Mayor Macnow		S	X			
Schatzle			X			
Orgo			X			
Engel			M	X		
M - Moved	S	Seconded	X - indicates vote	NV - Not Voting	Ab - Absent	

13. **MOTION TO APPROVE VOUCHERS:** Mayor Fitzgerald reviewed the vouchers and recommended approval, as follows:

Animal Control	\$82.82
Capital Fund	\$990.00
COAH	\$145.00
Construction Trust	\$16,932.37
Current Fund	\$4,749,394.66
Escrow	\$6,413.60
Grant Fund	\$1,095.90
Trust Fund	\$9,656.95
TOTAL:	<u>\$4,784,711.30</u>

Mr. Macnow made a motion to approve, seconded by Mr. Engel and unanimously carried.

RECORD OF VOTE						
	M	S	Yes	No	NV	Ab
Committeeman						
Mayor Fitzgerald			X			
Deputy Mayor Macnow		M	X			
Schatzle			X			
Orgo			X			
Engel			S	X		
M - Moved	S	Seconded	X - indicates vote	NV - Not Voting	Ab - Absent	

14. **TOWNSHIP COMMITTEE REPORTS**

Mr. Orgo reported a form to expedite the Architectural Review Committee (ARC) review process was presented to the ARC members at the meeting last night. Discussion ensued and future discussion may be required.

Mr. Orgo reported the next meeting of the Wildlife Committee is scheduled for April 30, at 7:00 p.m. in Town Hall.

Mr. Orgo reported the Town Hall pond water level may need to be lowered approximately three feet to establish habitats for the fish to be housed in the pond. Once that is accomplished, the water level can be returned to normal depth. Mr. Orgo reported the County was at the pond site today and is grading the site for seed planting.

Mr. Schatzle reported the Senior Citizens group is going strong. Mr. Schatzle noted one of the many benefits of this group is the members looking out for one another and strengthening their social network.

Mr. Schatzle reported the Board of Health/Health Officer is continuing to evaluate and inspect food establishments within the community. In addition, the Township was chosen by CentraState to participate in a community needs assessments. The Health Improvement Coalition of Monmouth County is monitoring the risk factors for heart disease.

Mr. Schatzle reported the Historic Preservation Committee is hosting a spring gathering at the Montrose Road School House this Sunday from 2:00 p.m. to 4:00 p.m.; all are invited. This gathering is the kick off for the annual House Tour.

Mr. Schatzle reported the Local Emergency Planning Committee will be meeting April 25th to work on additional details for the Township's OEM Plan.

Mr. Schatzle reported the theme of this year's Colts Neck Fair is "Neighbors Helping Neighbors". Mr. Schatzle noted many new ideas are being discussed including an acoustic coffee house, and the planning committee is working to have rides at the Fair. The Fair is in need of business sponsors.

Mr. Macnow had no report this evening.

Mr. Engel reported the first meeting of the Strategic Planning Committee was held last week. Mr. Engel and Mr. Schatzle are co-chairs. Mr. Engel reported the first meeting was a good one and noted the members come from different backgrounds and can relate to the needs of the community from their various perspectives.

Mr. Engel reported the Shade Tree Committee worked to qualify the Township as a "Tree City" making this the 19th consecutive year Colts Neck received this distinction. Mr. Engel stated Shade Tree members do a wonderful job within the community, especially in assessing and addressing the storm-related damage from Super Storm Sandy.

15.

PUBLIC COMMENT

With no further comments, Mayor Fitzgerald opened the meeting to public comment.

Ms. Elaine Mann, a resident, questioned the guarantee on road surface replacements. Mr. Orgo responded the roadways are built to bid specifications prepared by the Township Engineer.

Mr. Vince Domidion, a resident, spoke of the Mayor's Proclamation for Municipal Clerks Week and commended Mr. Bowden and Ms. Kara for the many jobs they accomplish, noting they are assets to the Township. Mr. Domidion stated not all roads are equal, noting the collector roads are more heavily traveled and wear out quicker. Mr. Domidion stated all mileage is not equal, and the Township must draw a distinction between the various types of roads within the community. Mr. Domidion suggested the School Board be included in discussions pertaining to fuel availability. Mr. Domidion commented on the bulk purchase of electricity and the savings available to residents. Mayor Fitzgerald stated he has spoken with Mr.

Borgatti, NJBPU, who has referred him to Kristi Miller, NJBPU legislative outreach coordinator, to discuss issues such as the JCP&L rate case, municipal aggregation, undergrounding and/or municipal cooperative energy programs.

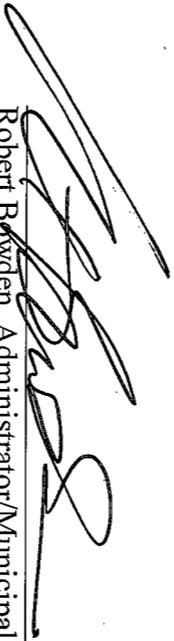
Mr. Roland Lakes, a resident, questioned the separation of recyclables for curbside collection. Mayor Fitzgerald responded noting the County has instructed municipalities to have their residents continue to separate recyclables for curbside collection; however, the Township's current contractor co-mingles all recyclables collected curbside and separates them at its processing plant.

Hearing no further comments, Mayor Fitzgerald closed the meeting.

16. **MOTION TO ADJOURN:** Mr. Engel made a motion to adjourn, seconded by Mr. Macnow and unanimously carried by voice vote.

RECORD OF VOTE						
Committeeman	M	S	Yes	No	NV	Ab
Mayor Fitzgerald			X			
Deputy Mayor Macnow		S	X			
Schatzle			X			
Orgo			X			
Engel		M		X		
M - Moved	S	Seconded	X	indicates vote	NV - Not Voting	Ab - Absent

The meeting adjourned at 8:25 p.m.


Robert Bowden, Administrator/Municipal Clerk

Attachment

2013 BUDGET PUBLIC HEARING

APRIL 24, 2013

MAYOR MICHAEL D. FITZGERALD

I would just like to make a few comments prior to opening the public hearing for the 2013 budget.

- The total municipal budget for 2013 is \$10,991,903. This amount is inclusive of the \$365,889 that will be raised by the dedicated open space tax.
- The municipal purposes tax will increase by .9 (nine-tenths) of one cent this year.
- For a home assessed at \$800,000, this represents an increase of \$72 in property taxes for the year.
- The Budget is \$38,845 under the 2% tax levy CAP and \$155,042 under the 2% appropriations CAP.
- \$994,000 of surplus funds have been utilized to off-set the budget, leaving \$574,760 for next year or the future.
- No school tax deferral has been used to off-set the tax rate.
- State Aid remains the same as last year and totals \$1,980,938.
- \$6,187,210 will be raised by property taxes to support the budget, an increase of \$238,009 above the 2012 amount.
- Most operating budgets remained roughly the same as last year.
- Major increases to the Budget include the following:
 - Medical insurance increased by \$57,000, though this is off-set by increased employee contributions pursuant to law.
 - Curbside recycling increased by \$24,500.
 - Debt Service increased by \$649,820 largely due to Super Storm Sandy. The Township budgeted \$500,000 of the \$2.5 million emergency appropriation for storm clean-up, but was also allowed to anticipate \$500,000 as a revenue, thereby not affecting the tax rate this year. Whatever is still due after the Township receives FEMA reimbursements (estimated at \$550,000) will have to be paid in equal payments of \$137,500 in the next four budget years.

- Major decreases to the budget include the following:
 - Legal budget has been reduced by \$40,000.
 - Pension budgets have been reduced by \$35,802 for Police and \$25,518 for all other employees.
- The Budget includes a very aggressive “pay as you go” capital program that includes the following:
 - \$20,000 for recreation field improvements;
 - \$15,000 for Fire Department turn-out gear;
 - \$32,000 for a marked four wheel drive Police vehicle;
 - \$25,000 for Police mobile radios;
 - \$120,000 for 20 Police portable radios;
 - \$1,300 for a Police mug shot camera;
 - \$6,000 for Police printers for e-ticketing;
 - \$6,000 for Police basement restoration;
 - \$25,000 for road improvements; and
 - \$11,000 for computers – all Departments.
- No new or additional employees are contained in the budget, and full and part-time employees will receive salary increases between 1% and 2%.
- It is important to note that of the total projected tax rate, the municipal portion of your tax dollar is 13.40 percent; local schools utilize 42.52 percent, regional schools 25.44 percent, with the County using the remaining 18.64 percent.
- The Township Committee thanks those residents that attended all or some of the four budget review sessions. Your comments are always welcomed and appreciated.
- I would also like to introduce the Township’s Auditor, Mr. Robert Allison, and Finance Officer, Mr. John Antonides, both of whom are here to answer any questions, if needed.
- Unless there are any additional comments from members of the Township Committee, I would now like to open the public hearing for the 2013 municipal budget.