The Meeting was called to order at 7:04 p.m. by President Fitzpatrick. The Salute to the Flag was recited, followed by the reading of the Open Public Meetings Act Statement by Deputy Township Clerk Kathy Costello. Mrs. Costello advised that this is a non-smoking facility and asked that all cell phones be silenced at this time.

ROLL CALL: GABEL, KUSER, LYDEN, SCOLLANS, SMITH, FITZPATRICK
Councilman Golinski was not present at Roll Call but arrived at 7:08 p.m.

ALSO IN ATTENDANCE: MAYOR ANDES, ADMINISTRATOR WARD, CFO GUARINO, FIRE CHIEF SHARPLES AND POLICE CHIEF WAGNER

OPEN PUBLIC PORTION: No one wished to be heard.
CLOSE PUBLIC PORTION.

Administrator Ward advised that Mayor Andes, CFO Guarino and himself met with Auditor Ray Sarinelli on Monday and have arranged to meet again next Monday to put the final touches on the comprehensive budget book. He said that the books should be ready to distribute to the Council at Tuesday evening’s meeting. Mr. Ward noted that both Special Tax Counsel Semrau and Auditor Sarinelli will be attending that meeting. The Administrator said that tonight we will be discussing the capital budget for the Fire and Police Departments. He noted that their operating budgets were virtually flat and tonight we will go over their capital budgets.

Fire Chief Sharples went through his budget item by item as follows:
1. Pager replacement. The Chief noted that 5 or 10 pagers are replaced every year in order to keep working pagers in service.
2. Scott Packs. Chief Sharples explained that it is better to replace some each year rather than having to replace all of them in one year.
3. Firefighting Gear (7). A yearly capital item of 5 to 7 sets for new firefighters and for replacement of worn out gear.
4. First Aid AED’s (Defibrillators). These would be put in the Asst. Chiefs’ vehicles and the rescue truck that does mutual aid. Each unit costs about $1,000 for the complete unit and equipment.
5. Emergency Generator Traffic Lights (6). Chief Sharples explained that he applied for a grant through NJDOT to have traffic lights through the center of town wired for generator hook-ups during a power outage. He said that five traffic lights will be wired and the generators will be on stand-by in the OEM trailer at the DPW yard. Mr. Sharples added that, during a power outage, the generators will be brought to the traffic lights, plugged in and the lights will function normally. He said that the grant application has been approved and the paper work is being prepared.
Administrator Ward complimented Chief Sharples on obtaining this grant. He said that he believes that it was a $75,000 grant, of which the Township had a 15% matching
requirement. Mr. Ward noted that a transfer resolution was approved in November to meet that requirement and the purchase order has already been cut to secure those funds from the 2013 budget, which is when the grant was awarded.
Councilwoman Smith asked what the $8,000 in this budget is for, if the matching funds came out of the 2013 budget. Mr. Sharples explained that it is for the DOT electrical engineers to come out and put in a new traffic control box.
6. Fire Hose. The Chief noted that there is a need to replenish fire hose that has been lost by wear over the years.

Chief Sharples noted that he spoke with Mr. Ward, Mr. Ruschke and Mr. Egbert with regard to the Main St. Firehouse parking lot and ramp. He described the condition of the ramp and lot and said that they were considering a request to have that done this year.
Administrator Ward added that the Main St. Firehouse roof has started to leak and John Ciardi has been monitoring the condition of the roof. He said that an application was submitted to the CDBG program two years ago for replacement of the roof but it was unsuccessful. Mr. Ward added that, since the roof has started to leak, it is time for it to be replaced at a cost of $75,000.

Administrator Ward spoke about a vehicle that was requested for the Fire Official, which is listed on the page that shows items to be deferred to future year consideration. He explained how, through the transfer of a vehicle from DPW that is being replaced, the Fire Official will receive an SUV that is in very good condition.
There was some discussion regarding another item on the deferred list - Boat/Motor/Trailer and Ice Suits.
Councilwoman Smith asked the Fire Chief which he would choose if he had to get the boat/motor/trailer or the ice suits. Chief Sharples replied that it would be the ice suits. He said that they were hoping to get 8 or 9 of the suits, which come as a package containing the suit, a life vest, helmet and gloves for $1,800 each.
Councilwoman Smith recommended, considering that some of the current ice suits are leaking, that new ice suits be purchased, if at all possible. She acknowledged that the Council has not yet seen the entire budget.
Chief Sharples commented that he will try to fine tune the number to determine exactly how many suits are needed.
There was a brief discussion regarding the number of ice suits in use in both the Police and Fire Departments and the ways in which they are used. It was noted that the Fire Dept. has multi-use suits because they are trained for “swift water” rescues. The Council agreed that the suits would be considered after the entire budget is examined.
Administrator Ward asked Chief Sharples for an update on the Valley View Firehouse. The Chief noted that the Firehouse is getting very close to completion. He said that the apparatus room floor issue is being addressed tomorrow by testing the level and pitch
Chief Sharples added that the contractor advised that the punch list is moving along
Administrator Ward advised that a temporary certificate of occupancy was issued on December 31, 2013 and there was a walk-through on January 16, 2014. He noted that the walk-through was done by himself, the architect, the engineer, Chief Sharples and approximately two dozen members of the Fire Dept. and lasted about 2 ½ to 3 hours. Mr. Ward said that a 15 page punch list, with photos, was compiled and sent to the contractor on January 22nd. He advised that the contractor is already actively addressing the items on the list and the one large item is the floor that will be tested tomorrow. Mr. Ward noted that it looks like the contractor will be able to meet the 30 day deadline to complete the punch list items.

Administrator Ward advised that there was a 10% contingency that was held to cover minor items that came up, rather than have to do multiple change orders. He said that there is a sizable amount of that contingency left since the contractor came in within budget. Mr. Ward noted that there is about $12,000 left out of $40,000 which could possibly be used to resurface the ramp in front of the Valley View Firehouse. He said that he feels there will be enough left in the contingency fund to do that but, if not, he and the Chief have discussed shifting some of the funds that are set aside in the capital budget for Main Street Firehouse to pave the entire parking and ramp at Valley View Firehouse. Mr. Ward noted that the Main Street parking lot would be pushed off until next year. There was additional discussion regarding the paving that is needed at both firehouses and the possibility of changing some of the priority items to accommodate paving both parking areas this year.

Chief Sharples advised that he has moved further along in the process for acquiring reimbursement from FEMA for the Valley View Firehouse and the application is now in Washington awaiting approval.

Administrator Ward complimented OEM Coordinator Sharples for being the point of contact in applying for reimbursement in the storms that we have had. He added that the Township has reaped great benefits from Chief Sharples’s efforts.

POLICE DEPARTMENT BUDGET
Administrator Ward noted that all of Chief Wagner’s requests are included in the Preliminary Capital Budget that the Council has been following.

Chief Wagner said that he would like to re-cap some of the big projects that the Police Dept. has been working on for some time, before going into his capital requests.

1. A new radio system that has been installed in all police vehicles and portable radios for all officers. The Chief advised that it is a digital, ultra-high frequency system, the main components are installed and contained in the WDHA radio station’s new building at the end of Casterline Road. He said that our antenna is installed on WDHA’s radio tower. Chief Wagner explained that some minor “tweaks” must be done but he feels that the system will be well worth having. The Chief noted that the system is
compatible with the schools, school Administrator and school buses, except for St. Mary’s, Morris Knolls and Morris Catholic. He said that Morris County Vo-Tech has a different system but the Police Dept. has one of Morris County Vo-Tech’s radios in their command post.

Administrator Ward advised that the DPW is upgrading their radio system and Director John Egbert and Chief Wagner have been discussing compatible systems. In response to a question from Councilwoman Lyden, the Chief explained that Morris Knolls has a relatively new radio system, which is why it is not compatible. He added that the School Resource Officer has a portable radio on his person at all times.

2. Chief Wagner advised that new German-made handguns were approved last year and were received in December. He said that they are good weapons and function well.

3. The Chief noted that the new electronic sign board is now in use. Administrator Ward suggested that the Council go on a walk-through in the Police Dept. after the meeting to view the renovations, which are substantially completed. He said that there is a final punch list but the project has been given a temporary certificate of occupancy.

**CAPITAL REQUESTS:**

1. Firearms Program Enhancements - $5,000
   The Chief explained that, due to the increased costs of ammunition, the Police budget is “at the line” for purchase of ammunition and paper targets. He said that one of the items in this request is for something to secure the firearms in the range truck when transporting the firearms to the range. The Chief added that another item is metal targets.

2. L3 Mobile Vision Server - $10,000.
   Chief Wagner noted that L3 is the company that manufactures and maintains the Department’s in-car camera system. He explained that there is a hard drive system that uploads data from the cars to a server when the cars return to headquarters. The Chief further explained that the warranty ends this year and the system needs to be upgraded in order to maintain the required 180 days of video clips. He added that they maintain a greater number than required so a larger server is needed. The Chief noted that this is not a discretionary request.

3. L3 Mobile Vision Rimage DVD. - $12,000.
   The Chief explained that, with the current system, the video footage from the cars is burned onto a standard DVD. He said that the new system is a Blue-Ray burner that holds a tremendous amount of information and probably only one Blue-Ray per week will have to be used, as opposed to a single disc for each event.

   Chief Wagner advised that when John O'Dell was brought over to the Police Dept. to make all the signage that is needed in town, no money for the materials came with him. He said that it costs a fair amount of money for the materials to make the numerous Township Council
and varied signs that Mr. O’Dell produces. Councilwoman Lyden asked how Mr. O’Dell was able to do his job last year without the materials he required. The Chief replied that the materials came from various places, including DPW.

Councilman Kuser asked the Chief if this item should be in the operating budget rather than as a capital item. The Chief said it could be in the operating budget.

CFO Guarino replied that last year it was put in the budget as a capital outlay item. He said that an ordinance would be needed to expend it and it could be done either way.

There was a brief discussion concerning which part of the budget this item should be taken from.

5. NICE Voice Recorder - $1,400 down payment, $28,000 bond.

The Chief explained that this is a replacement for the machine in Police Headquarters that records all of the radio transmissions and telephone calls that come into headquarters. He said that it is mandated by law that those transmissions be kept for a specified amount of time. Chief Wagner advised that this Fall the current recorder will no longer be supported by a warranty.

6. Cad System Conversion - $1,900 down payment, $38,100 bond.

Chief Wagner distributed a hand-out concerning this item, a copy of which is attached to these minutes.

The Chief went through each of the items on the hand-out, explaining in detail as he went along.

He explained that much of the CAD, RMS, MDT and E-Ticketing conversion will be free from the County. The functions of each of these systems, along with the cost of each to Denville, may be found in the attached hand-out.

Councilman Scollans asked if this is an immediate need, or could it wait until next year. Chief Wagner replied that it is not emergent, but he would like to get on it for the ultimate savings to the Township.

Councilman Scollans stated that he appreciates the Chief’s due diligence but he will be looking at some way to offset the significant costs that will be in the budget this year. Councilman Kuser asked for information on the proposed new e-ticketing system.

Chief Wagner explained that all four of the new systems being proposed work well together.

Councilman Kuser commented that it is a fantastic system and it makes all the sense in the world to do this. He said that he does not want to see us go to County dispatching but thinks that all of these systems are great and he is in favor of this capital item.

The Chief noted that it will not eliminate our dispatch center, any personnel or the need to maintain the dispatch center. He added that the entire system will cost a one-time $38,100 and if he had to upgrade the current system it would cost $50,000. The Chief noted that we are already paying various maintenance fees so that would remain about the same.

Councilman Kuser stated that he supports every item in the Chief’s capital requests.

Councilwoman Smith asked about the difference in the cost per e-ticket between the Township Council
new and old systems. The Chief replied that we now pay .43 per ticket but no other town is paying that low amount. He said that the day we signed the contract with that vendor, he changed his pricing. The Chief advised that the new system would cost the town $3.00 per ticket until a threshold is reached and then it would drop to $1.50 per ticket for the life of the contract.

There was some discussion regarding the possibility that, if we joined with the County on this, they would eventually force Denville to have their dispatching done from the County. The Chief noted that he is very mindful of keeping the dispatch in our town. Councilwoman Smith stated that she supports the proposal with the caveat the we have full data retrieval.

Councilman Golinski agreed with Councilwoman Smith regarding retrieval of data. Mr. Golinski asked about the term of the contract for the e-ticketing system. The Chief said that he believes it is five years.

Councilman Gabel stated that he would absolutely support the conversion of data because he thinks that is a must. He asked if the six items listed for capital requests are in order of the Chief’s priorities.

The Chief replied that there is no item in there that is more important than the others but three of the five are out of warranty and he must have those.

Administrator Ward advised that these were the highest priorities for Chief Wagner when he met with Administration to go over his departmental budget.

Councilman Gabel asked how outdated equipment is disposed of. Chief Wagner explained how some items are traded in for new, some go to auction and computer servers are used for parts by John Ciardi.

Councilman Scollans asked how long the current e-ticket contract will be in force. Chief Wagner replied that it has two years left.

Councilman Scollans said that he has a bit of an issue with going from .43 per ticket to $1.50 per ticket. He added that if it was a must he would endorse it but, since it is not a must, he would recommend putting it off for a year.

Councilwoman Smith asked if we are able to break the contract with Info-Cop. The Chief said that either party can break it with proper notice. Mrs. Smith then asked what the e-ticket would cost if we entered into a new contract with our current vendor. The Chief replied that it would be $3.00 and $1.50, or more.

President Fitzpatrick noted that his position right now is that the requests that are being made need to fit into the capital budget.

Chief Wagner advised that Sergeant Donnelly is back on full duty and will shortly be returned to supervising a squad and Officer McCarter will return to a power squad. He added that the Department is now at full strength of 32 officers.

The Chief noted that a deal has been brokered with Morris County Vo-Tech to provide them with a School Resource Officer. He said that an agreement was reached whereby the Chief was able to assign a full-time officer to the school and the school will pay an hourly rate. Chief Wagner advised that he then hires an officer, on overtime, on the road and the Department has not seen a fluctuation in manpower at all. He said that Township Council
Officer Rick Duda is now working at Morris County Vo-Tech and is a perfect fit.

President Fitzpatrick asked if there is anything further on the general budget that still needs to be discussed. Administrator Ward said that he thinks everything in the Current Preliminary Capital Budget has been covered and he and the Mayor feel very comfortable with what is being proposed. Mr. Ward noted that Tuesday evening the entire budget will be given to the Council and there will be a Closed Session concerning a significant tax appeal that affects our ratable base and, based on the year it was filed, a potential significant payback.

President Fitzpatrick commented that Tuesday’s meeting will be a very busy one and he would like to streamline the regular part of the meeting to be as quick and efficient as possible. Mayor Andes recommended that the Mayor’s and Administrator’s reports be eliminated. President Fitzpatrick agreed and said that he also plans to eliminate the liaison reports portion of the meeting.

MOTION TO ADJOURN: MOVED BY MEMBER SMITH, SECONDED BY MEMBER GOLINSKI
AYES: UNANIMOUS

Meeting adjourned at 9:11 p.m.

Respectfully submitted by,

Kathleen A. Costello
Deputy Township Clerk