

**SPECIAL PUBLIC MEETING – BUDGET WORKSHOP**

**ON THURSDAY, MARCH 15, 2012 AT 7:13 P.M., THE JACKSON TOWNSHIP COUNCIL HELD ITS FIRST OF THREE 2012 BUDGET WORKSHOP MEETINGS IN THE MUNICIPAL BUILDING**

**PLEDGE OF ALLEGIANCE**

**COUNCIL PRESIDENT BRESSI - Asked those in attendance not to forget the many freedoms we have; to think of all veterans past, present and future and those who gave the supreme sacrifice to allow the freedoms that are sustained for us.**

*Clerk Eden announced that there is NO QUORUM of the Township Council this evening. No Formal Action will be taken – Scheduled meeting is informal meeting of Jackson Township Council & public input still welcome.*

**ROLL CALL:**

**COUNCILMAN KAFTON (Absent)                      ATTORNEY JEAN CIPRIANI (Absent)**  
**COUNCILMAN MARTIN (Absent)                TOWNSHIP CLERK EDEN**  
**COUNCILWOMAN RIVERE**  
**COUNCIL VICE PRESIDENT UPDEGRAVE (Absent)**  
**COUNCIL PRESIDENT BRESSI**

**ALSO IN ATTENDANCE:**

**ADMINISTRATOR TORRES**  
**CHIEF FINANCIAL OFFICER PINKAVA**

As Clerk of this meeting, I publicly announce that in compliance with the provisions of the “Open Public Meetings Act” adequate notice of this Special Budget Workshop Meeting of the Jackson Township Council has been advertised in the manner prescribed by law.

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**COMMENTS FROM TOWNSHIP COUNCIL:**

**COUNCILMAN KAFTON - (Absent)**

**COUNCIL PRESIDENT MARTIN - (Absent)**

**COUNCILWOMAN RIVERE -** hoping we come to a quick decision and adoption of the budget, glad to see all employees here to present their cases.

**COUNCIL VICE PRESIDENT UPDEGRAVE - (Absent)**

**COUNCIL PRESIDENT BRESSI –** Stated by State Statute we do not have to allow the public to speak due to lack of quorum. However, back in 1991, we had made changes to avoid that. We do allow and welcome public participation on every category.

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**TOWNSHIP OF JACKSON**  
**2012**  
**MUNICIPAL BUDGET WORKSHOP**

**JUDGE DANIEL SAHIN**, Overview Court Operations, Security Enhancements (pg. 528), Municipal Prosecutor (pg. 289) and Public Defender (pg. 554)

Judge Sahin stated that this year he has had extensive meetings with Administrator Torres and is down to a bare bones budget comprising mostly of office supplies & salaries. At this time, there isn't any more room for adjustment. Our Court processes about 140-160 cases per week, which results in approximately 220-240 summonses. There has been a substantial decrease over past years in Court revenues because of the poor economic

times. We have been making efforts calling in the defendants with some success for overdue fines paid, but usually the individual is unable to pay and coming to Court with modest amounts of money to keep them out of Jail. We are looking to other efforts and means to make sure the defendants pay the Court fines.

Mr. Bressi stated to Judge Sahin his concerns were the amount of times the Officers are spending in Court. Judge Sahin explained there are occasions when their appearances are necessary. We are expecting a DWI backlog delay. Those cases are associated with a situation at State Police level. There are a series of digital downloads that DWI defendants are entitled to and this is an element of discover that has to be supplied. Those cases do require the Officer (sometimes multiple Officers) to come in. The State Police only provides this information every 6 months. We are required under Statute to have these cases disposed of in 90 days. Obviously there is a real problem in requirements that are placed upon us by the Administrative Offices of the Courts and how the State Police are doing to get this information out to the Defendants in a timely manner. We are among the highest in the County to enforce these cases and this comes at a cost to require the officers in Court. Mr. Bressi & Ms. Rivere thanked Judge Sahin for the reduction of costs in his budget.

**STEVE CHISHOLM, CHAIRPERSON & SHADE TREE COMMISSION,** Chairperson, Shade Tree Commission - Shade Tree Overview, Tree Ordinance Appeal (pg. 325)

Mr. Chisholm explained to the Council that the Commission continues to maintain and follow the guidelines under the approved State Forestry Management Plans. We are continuing to remove the many dead trees because of the prior gypsy moth program. We also oversee the tree account that is set aside for tree replacements and other projects that fit into the Community Forestry Management Plan. We have had meetings with the new Tree Specialist Forestry Staff (CME) and been updating them on how to follow through on the Ordinances. Mr. Bressi thanked him for the helpful information he supplies to the land use Boards. Mr. Bressi & Ms. Rivere thanked him for reducing his budget.

**BARRY OLEJARZ, OFFICE OF EMERGENCY MANAGEMENT,** Office of Emergency Management (273)

The Office of Emergency Management is responsible for the planning, activation, coordination and conduction of OEM operations throughout the Municipality. The only minor increase in budget will be for a vehicle that needs repair. Ms. Rivere asked Mr. Olejarz if we are giving any more certification courses? Mr. Olejarz stated there is currently one presented through the County and the schools are giving one out. I will be presenting to the Township, FEMA and other governing agencies through participation from the junior aspect (high school students). We were looking on providing some information, but now FEMA is involved and we looking to get more participation from the younger aspects. Both Mr. Bressi & Ms. Rivere stated he did an excellent job with the budget.

**BARRY OLEJARZ, CONSTRUCTION OFFICIAL,** Construction Official, Uniform Construction Code, Commercial Building Standards (pg 211), Division of Inspections (pg. 170)

Mr. Olejarz explained the commercial building accounts, which is standard conduction of inspections for re-sales and rental properties within the Township involving commercial properties. This is a self-supporting aid, we used seed money to start it the funds collected covers the cost of the Inspectors utilized from the UCC Division to conduct the inspections. That money covers their costs and the balance covers their minimal expenses for postage. The remaining monies are transferred back to the fund at the end of year. There was an increase in seed money this year increased from \$7,000 to \$10,000.00. Last year we took in \$4,950.00, which was allocated through the permitting process for the inspections and that money was put back into the general fund. In the first month alone with the re-sale of Regency Apartments, are inspections totaled \$5,850. Mr. Bressi asked Mr. Olejarz if we wound up getting the money for Windsor Crescent? Mr. Olejarz stated we got that money allocated through the codes for permit fees that were arbitrarily

wavered. We collected that under the UCC portion. Mr. Bressi asked what do you see are far as volume? Mr. Olejarz stated that under UCC, new construction consists of the Meridian site with 2 additional project across the street in the near future. We are in a downslide with K Hovnanian as their projects will be built out as of October; that means our bread & butter will be out. There will also be projects with Lennar on W. Pleasant Grove Road for some single-family homes and Paramount is picking up a little bit but it is not a stable market at this time.

There are some commercial renovations being done at the Jackson Outlets and Hope Chapel Plaza. We are maintaining ourselves, but the fact that H. Hovnanian is heading out, is of concern to us. Mr. Bressi asked Mr. Olejarz to provide feedback next quarter as to what fees may need to be increased.

**JEFF PURPURO, PLANNING & ZONING OFFICER**, Land Use Regulations – Planning Board, Zoning Board of Adjustments (pg. 159)

Mr. Purpuro explained his budget is modest and he has decreased the budget to its lowest. Administrator Torres advised the Council that Planning & Zoning's salary & wage account had decreased by -8.98% and the other expenses have decreased by -4.2%. Mr. Bressi noted that the public should realize that just because the economy is slow his department is still busy assisting residents and the Boards. He also stated his office is doing a great job providing information to the Boards and his department is running efficiently.

**DANIEL BURKE**, Director of the Department of Community Development and Enforcement – Township Engineering (pg. 135), Gypsy Moth/Mosquito Control (pg. 338), Unsafe Structures (pg. 198), Legler Water System & MUA (pg. 468), Legler Landfill Postclosure (pg. 488)

Mr. Burke discussed the engineering services and how there is a 10.5 % decrease in the budget trend over the past 3 years. We've paved 18 roads last year and re-built a culvert. We obtained \$275,000.00 in a DOT grant and are expected to receive a DOT grant in the amount of \$325,00 to support this years projects. This summer we will be doing work on Patterson Road from a grant from last year. Phase II will be Brewers Bridge Road between County Line & So. New Prospect Road. Since the 9 years that I have worked here, there have been 140 roads improved through grant monies and the budgeting of Council. Mr. Bressi & Ms. Rivere stated he's doing a good job in forecasting ahead.

The Gypsy Moth/Mosquito Control budget is zero. Every year the State does surveys of the Township and presents their recommendation report. For 3 years in a row, there has been no Gypsy Moth Control required.

Unsafe Structures budget is zero. Those functions have fallen into the hands of UCC in conjunction with our Construction Code Official. They use their authority to dispense summonses or if necessary, bring an individual to Court.

Legler Water System & MUA budget is zero. Legler water was transitioned over to the J.T.M.U.A. several years ago. We transitioned the entire water property onto them and they have tied it in years ago into their main system.

Legler Landfill Postclosure has been closed since 1978. As part of the closure, there is a consent agreement with the DEP & EPA that requires monitoring. We do ground water monitoring annually, gas & air monitoring quarterly and do a maintenance service inspections quarterly. And those costs are the Consultant costs for those test and generating those reports. Ms. Rivere asked how the reports look and are they under maximum danger zones? Mr. Burke answered they are good, steady and nothing significant. The Federal EPA comes in every 5 years, does a physical inspection and we received positive results from that last visit.

Code Enforcement – Mr. Grillo has retired and 1 part time & 3 full time staff members were lost. Since the department was originally formed 5 years ago, 36% of the staff remains. Overall, we had 64 and now are down to 24 staff members. Housing has been

rolled into Code Enforcement. The remaining costs are rolled under into Code Enforcement. Dennis O'Brien still goes out on calls and the 2 Housing Officers are cross-trained for those calls.

Animal Control – This unit has 2 full time & 2 part time staff members. The increase in costs of dealing with feral and ground-feeding cats proposes a financial challenge. Two-thirds of the shelter bills are cat related. We are called in to trap, remove and bring cats to the Shelter where they are unfortunately euthanized. A lot of the problems are taking place in multifamily areas. We will be proposing an ordinance to fine people for ground-feeding and also hold some of the Parks and/or Multifamily housing areas responsible. If we trap cats on their properties, as a result of the activity of their tenants, the Landowner should be held responsible as the cost burden now falls on the taxpayers. Mr. Bressi & Ms. Rivere stated he does an excellent job with all of his many diversified job duties.

**EUGENE FOWLER**, Chairperson, Environmental Commission - Protecting our Environment (pg. 365)

Mr. Bressi stated that although his Commission does not have the authority to stop or deny any application, the Board uses the input provided to make a decision. Mr. Bressi indicated that Mr. Fowler is doing an excellent job and his reports are always detailed and submitted in a timely fashion. Mr. Fowler commended his Secretary, Kathy Sevchenko, for an outstanding job. Mr. Fowler advised Council he will be submitting an application for membership for 2012 to ANJEC to which Mr. Torres agreed. We were not members in 2011 and need to add it to the budget this year. Mr. Fowler asked Administrator Torres where the membership money for 2011 was applied because the membership was never acquired? Mr. Torres explained for the 2011 budget it had fallen under Travel and Conferences and it was not used. So it was returned to the Treasury. Mr. Bressi & Ms. Rivere thanked Mr. Fowler for a job well done.

**MATTHEW KUNZ, CHIEF OF POLICE**, Chief of Police- Police Department (pg 249), Dispatch (pg. 269), Municipal Alliance (pg. 150), Juvenile Conference Committee (pg. 291)

Mr. Bressi expressed to Mr. Kunz that he thanks everyone who worked on the input for the budget process. He commended the Police Department for all they do and how they do an excellent job.

Mr. Kunz explained the only one change in the Budget was to purchase vehicles. He explained how it is a lot of area to cover for an entire fleet. We have an aging fleet with the average patrol car having over 100,000 miles on it and some have below 200,000. We are researching a lease option to possibly acquire 6 (on a 2-year lease plan), which would double the amount from 3 vehicles. The purchase price is in the low \$20,000 range plus some outfitting. We would have to stay the course with a regular replacement plan. In the last 2-3 years, we averted those purchases to help with layoffs. The staff came first and the vehicles were second and it is now necessary to purchase fleet. Every other area of this budget remains flat and that was offset by the benefit of some bonding the Township has done in the past. Since we are outfitting our vehicles with new mobile data computers and anticipate fair warranty, we expect less expenditures in repairs. Mr. Bressi stated that the budget has a 1.85% increase total for the entire Township. Mr. Bressi thanked Chief Kunz and the P.D. for helping put together the budget and commended his staff on doing a great job. Mr. Kunz thanked his Captains Siedler, Wagner and Chaney and also PBA President, Campbell Brown, who were in attendance this evening.

Mr. Bressi asked to be updated on the Certification of Accreditation of the Police Department. Mr. Kunz explained the State revamped the number of standards and how it's scored. We are just finishing up a tally on what we have internally in terms of policy and are reviewing and waiting on recommendations. I had one meeting with the State Manager and it's too soon to give a timeline. Ms. Rivere stated she had been with him on the vehicle rotation program and is glad to see that there is allowance in the Budget and would like to see it continue.

Mr. Kunz stated that the vehicle aspect is nice but there are still a couple of critical areas that we need to keep in the forefront. We recently appointed 3 Police Officers that were laid off from other jurisdictions and their doing a great job. We are at a deterrent staff wise because we went from a staff of 90 or so to staff members in the mid 70's. It is having an impact on Police services and on the cost of overtime. Our staff is so lean we are short staffed with vacation requests and we have to make allowances to cover shifts. The Police services are suffering and overtime is an ordinary case of business as we run 24/7. Staff shortages affect our decision making and cuts off time in our investigations. We can't lose sight of this. We have requested another Telecommunicator this year. The staffing issues need to be a higher priority than some of the other operating expenses moving forward. Mr. Bressi stated we had some ground movement this year and we need to keep it going forward. Mr. Bressi & Ms. Rivere thanked Mr. Kunz and his staff for coming out this evening.

**ANN MARIE EDEN**, Municipal Clerk - Office of Township Council (pg. 37), Office of Township Clerk (pg. 53), Board of Health/Bureau of Vital Statistics (pg. 351), Election Appropriations (pg 66), Postage & Photocopy (pg. 433)

Office of Township Council – Administrator Torres stated the Township's Budget, as it relates to the Government Body, had a 1.0% increase in Salary & Wage and a reduction by - 41% in other expense line items in the Budget.

Office of the Municipal Clerk – Administrator Torres stated it had a -11.54% and a 0.14% in Salary and Wage. Ms. Rivere questioned what we paid towards the School Board Election? Ms. Eden explained the Municipality pays nothing for it. Ms. Rivere asked with the moving of our Township Election, how does that reflect a change in the Election Budget? Ms. Eden stated it is an approximately \$45,000 savings. She explained that when the County runs an Election, the Township's portion/fee is around \$8,000 to \$9,000. The Township saved a considerable amount of money moving that Election to November. Mr. Torres explained to Ms. Rivere that the Salary & Wage Election section has a -7.14% reduction and the other expense in the Election is .59.18%. Ms. Rivere stated the Township saved \$29,000 (verified by CFO Pinkava) by moving the Election to November and it was a good decision financially.

Board of Health/Bureau of Vital Statistics – The Salary & Wage is still at zero. It went down \$1,000 in other expenses.

Postage & Photocopy – The budget was decreased by -11.4%.

Mr. Bressi & Ms. Rivere thanked Ms. Eden for her presentation.

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## **CONCLUDING COMMENTS BY COUNCIL ONE-ON-ONE EXCHANGE OF IDEAS BETWEEN TOWNSHIP COUNCIL & RESIDENTS**

**COUNCIL PRESIDENT BRESSI** – Thanked everyone who came out this evening and stated overall, there is a 1.85% increase in the total budget. A lot of changes that the Council & Mayor have made are starting to pay off at this point in time. As we start to move forward, we will be running a lot more efficiently. He thanked all the members of the CBAC for all their contributions.

**BARRY CALOGERO – 314 MACKENZIE DRIVE** – Stated he was on the CBAC this year and would to thank our Administrator, CFO and all the Department heads who have presented a budget that was fair. They made sure they were conscious of the financial commitment to the residents of the community. They did a great job and it was an honor to serve on the Committee this year. Mr. Bressi & Ms. Rivere thanked him and the entire CBAC for all their services to the Community.

**ADMINISTRATOR TORRES** – He reiterated for the public what the budget means to the average taxpayer. For the average home that is assessed at \$329,214 there will be an increase of \$40.26 per year and for the home that is assessed at \$450,000 there will be an increase of \$55.03 per year.

**CAMPELL BROWN – PBA 168 PRESIDENT** – He reminded the Council where we are now for staffing and in the near future. In the mid 1990's the Police Department had a large influx of hiring and we are coming to the point where retirement will soon be approaching. Within the next 8 years, almost 50% of the Department will have already retired or be eligible to retire. To avoid that, we need to start looking at a program to replace the employees. Bringing in a new employee at the same time one leaves, can be pretty expensive. Mr. Bressi agreed and stated we need to keep going in the direction of new hires.

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**MOTION TO ADJOURN BY: RIVERE**  
**MOTION SECONDED BY: BRESSI**  
**YES: RIVERE, BRESSI**  
**ABSENT: KAFTON, MARTIN, UPEGRAVE**

**8:35 P.M.**

**RESPECTFULLY SUBMITTED,**

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**COUNCIL PRESIDENT BRESSI**

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**ANN MARIE EDEN, RMC**  
**TOWNSHIP CLERK**

**AME/df**