

City of Englewood

City Council Budget Meeting Minutes

March 4, 2014 at 6:30pm

A Budget Meeting of the Mayor and Council of the City of Englewood, Bergen County, New Jersey, was held in City Hall, 2-10 N. Van Brunt Street in the 2nd Floor Conference Room commencing at 6:30 P.M.

ROLL CALL: Present: Council member Marc Forman
Council member Michael Cohen (7:10PM)
Council member Eugene Skurnick
Council member Wayne Hamer
Council President Lynne Algrant
Mayor Frank Huttie III
City Manager Timothy Dacey
City Clerk Lauren Vande Vaarst
Ronald Amorino, CFO

President Algrant called the meeting to order.

The City Clerk stated that adequate notice of this meeting was given by the posting, filing and distribution of the notice as required by the Open Public Meetings Act.

CODE ENFORCEMENT:

- Walter Deptuch, Construction Code Official presented.
- Postage cost will go down due to the new automated system.
- Discussed request for additional personnel in the department; part time Electrical Inspector, part time Plumbing Inspector, full time Fire Sub Code Official and additional Administrative Assistant. Also discussed stipends for vehicles and cell phones.
- Spoke about the new online digital permit systems. This system will cut down on confusion and will allow contractors to check their permit status online.
- Expecting departmental revenues to increase in 2014 based upon current activity.
- They have a need for tow new vehicles and Mr. Dacey explained that \$40,000 was included in the Capital Budget for them.

PUBLIC WORKS:

- James Koth, Director of Public Works presented.
- City has 120 tons of salt which it can store indefinitely in the salt dome as long as it is kept dry and well ventilated.
- Mr. Koth reviewed his budget memo:
 - There is currently no tracking system in place for the department and they need to know how they currently do things and how to make things more cost efficient.
 - Wants to bring vehicle maintenance in house.
 - GPS should be installed in vehicles and trucks for better management, quality controls and efficiency.
 - The Englewood Police Department will be sending DPW work orders for street signs and stripping.
 - Routing software for sanitation and street sweeping. Would also help reduce sending half filled trucks to the tipping station.
 - Department morale is up and they are learning how to do their work in the 21st century utilizing better tools and technology.
 - The Fuel Depot will be used by all City of Englewood employees with vehicles.
 - The Park maintenance budget has been increased from \$9,000 to a larger one to include more materials and training for park maintenance. Discussed whether or not DPW should consider taking over Library lawn maintenance in the future.
 - Very aware of the Mayor and Council's mandate that the City should look.
 - There is an increase in Central Maintenance due to an aging fleet and the high cost of repairs. The Capital Budget includes all season trucks with leaf vacuum attachments and a snow melter. Had negotiated with the EPSD to use their land to for this past winter to dump excess snow on.
 - Would prefer to use Totowa tipping station instead of transfer station. Would like to use transfer station as a recycling station which should lower insurance costs, no residents will be onsite and will increase efficiencies and dollars earned from recycling.
 - Will begin online auctions of City owned items in order to get top dollar.
 - Wants to better educate the public in regard to snow removal, especially not to throw snow in roadways.
- Mayor and Council comments:
 - Councilwoman Algrant spoke about the need to have leaf and snow removal done in a safe manner. Commented that landscapers are not paying attention to the leaf schedule.

- Councilman Forman said that in Ward 1 the problem is not with the homeowners but with the contractors not obeying the schedules.
- Mr. Koth spoke about the Landscapers Registration program and that we mainly use it for leaves and grass, it could also be used for snow removal. He will review the current system and bring recommendations to the governing body.
- Councilman Hamer is glad to hear about the increase in the budget for park maintenance and also asked if volunteers could be utilized. Likes the idea of using the Totowa tipping station. Spoke about leaf and snow removal and agrees with better clarification of the City's rules so the residents can be educated about them. Discussed safe corridors to schools so they can be a priority for snow removal.
- Councilman Skurnick wants the list of streets where parking is prohibited during a snow event reviewed to see if it needs to be amended. He was glad that the new garbage trucks were not in use during this winter. Asked if new plow attachments are needed. Wants a street sweeping schedule developed.
- Councilman Forman asked if there is a problem with parking enforcement in regard to street sweeping, snow and/or leaf removal. Inquired if new equipment and technology will reduce staff injuries, etc.
- Mayor Huttel asked what the plans are for this year to improve and clean up the Business District. Are generators for DPW in the Capital Budget (they were included in 2013). Thinks that every department that uses the fuel depot should be charged for it. Asked about Ice Breakers and would they allow DPW to clean up the Business District quicker and better. Would like a report in writing regarding the webinar on the Asset Enterprise Management System for the whole City.
- Councilman Cohen asked about recycling cans in parks and public areas and would like to do a pilot program to see how it works. Mr. Koth does not recommend the solar powered compactors. Asked how many street sweepers we have, the City has two but one of them needs to be replaced.

PUBLIC SESSION:

- Leen Mosley, 115 W. Hudson Avenue:
 - Came to the meeting to meet Jim Koth, who she has been corresponding with.
 - Wants the City to be vigilant regarding the parking by the McCloud School during snow removal.

ADJOURN: 9:00 PM

Motion: Surnick
All in Favor

Lauren Vande Vaarst, RMC
City Clerk
City of Englewood