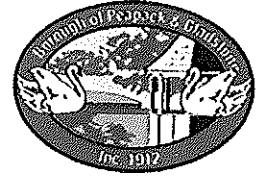




**MAYOR & COUNCIL
THE BOROUGH OF PEAPACK & GLADSTONE,
BOROUGH COUNCIL MEETING MINUTES
BUDGET MEETING MARCH 7, 2019**



The budget meeting of the Mayor and Council of the Borough of Peapack & Gladstone was held on Thursday, March 7, 2019 at the Municipal Complex, 1 School Street, Peapack, New Jersey and began at 6:59 p.m.

Mayor Skinner called the meeting to order. Borough Clerk Nancy A. Bretzger read the Sunshine Notice "Pursuant to the Open Public Meetings Act, Adequate notice of this meeting was published in the Courier News and Bernardsville News on March 2, 2019, and posted at the Municipal Complex and the Borough Library. Action may be taken."

Mayor Skinner led the Pledge of Allegiance.

Roll Call indicated the following present:

Present: Mayor Skinner, Council President Corigliano, Councilman Caminiti, Councilwoman Dietrich, Councilwoman Murphy, Councilman Smith, Councilman Sweeney

Absent: No one was absent.

Also present were: Christopher Tietjen, Assistant Administrator and Nancy A. Bretzger, Borough Clerk

PUBLIC COMMENTS – 5 MINUTES PER PERSON – NON-AGENDA ITEMS

No one came forward.

DISCUSSION

Mayor Skinner turned the meeting over to Council President Corigliano to discuss the municipal and capital budgets. He reviewed some changes to the Salaries and Wages because of a couple of factors. However, appropriations did not change much since the last meeting. Council President Corigliano asked for the Health Benefits amount to be reviewed again to make sure that it is correct. He continued by noting that there are numbers plugged in for DPW raises pending the outcoming of union organization, which will not be awarded pending settlement of the move.

2019 Capital Budget – Council President Corigliano discussed that the capital budget is for planning purposes and does not mean that these numbers are approved to be spent once the budget is approved. He explained the columns on the spreadsheet and said that they would review each request.

New Sound System - Council President Corigliano asked the Borough Clerk to explain the request for the new sound system. Ms. Bretzger explained the equipment and the reason for the request. Council decided to approve it and moved the expense into operations.

Upgrade Administrative Offices - Council President Corigliano asked the Borough Administrator to explain the request to upgrade the administrative offices. Mr. Tietjen explained that the plan included moving the construction and zoning department upstairs and creating an improved resident experience. Council agreed to the concept and would like to see a concept plan of exactly what will be completed.



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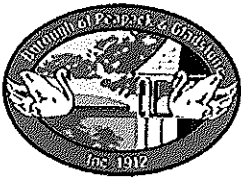
Public Works Trucks – Mr. Hanna, Director of Public Works, stated that the Explorer can't be used for work like plowing and putting cones and barricades in it. The pickup would allow him to tow, carry items and plow. Council discussed approving one vehicle this year and considering a second one in 2020.

IT – Council President Corigliano explained that he and Mr. Tietjen met with Quikteks, the Borough's IT provider, and we have 20 workstations with Windows 7 and as of January 2020 these will no longer be supported by Microsoft. The cost to replace the workstations is \$18,000, with the labor included in our service contract. Council President Corigliano stated that he suggests splitting the cost by doing ten this year and ten in 2020 and he advocates budgeting this instead of capitalizing. Council President Corigliano stated that there is also a request to upgrade the server which is shared by police and administration. The server is four and a half years old, almost the end of its life; however, it is currently operating without issues and under capacity. It would cost \$9,100.00. The Council agreed to move the server to 2020.

Police Department LiveScan Fingerprint Scanner System – The Officer in Charge, Steve Ferrante, explained that the company that made the current fingerprint scanner system will no longer be around effective June, so it needs to be replaced. He continued that the department would like to purchase a new company scanner, computer and software and set up support with a new company. The amount is \$11,000. Council agreed to include this in the budget this year.

Buildings and Grounds – Council President Corigliano stated that the estimate for the Liberty Park renovation is \$1,000,000. He explained that he plugged in \$50,000 this year and \$400,000 for 2020 but he is asking Councilman Caminiti for recommendations. Councilman Caminiti explained that there is a long list of things to be completed for the Liberty Park improvements with a focus first on water quality, usability, and safety. Councilman Smith stated that he thinks \$50,000 is insufficient for this year and should be \$100,000. He noted that the well is approximately \$75,000 and should be done this year, along with several other items that need a funding source. Council discussed whether the park and the well should all be done at once or if the well could be completed in advance of the improvements. Council agreed to budget \$150,000 for this year and \$300,000 for next year.

Fire Department – Council President Corigliano stated that the fire rescue truck committee is asking for a heavy rescue truck for \$705,000. Councilman Smith said that he and Councilwoman Murphy attended the committee's presentation where the plans were displayed. It is a walk around rescue rather than a walk-in rescue, manufactured by Pierce. The current rescue truck is a 1995 truck that is approaching the end of its life span so we are at the point now where something needs to be done. Councilwoman Murphy stated that the rescue truck is the workhorse of the department, is at every call and is the one vehicle that is critical to the department. Councilman Smith continued that hose pumper was purchased in 1998 and will need to be addressed in the near future. The Fire Chief, John McDermott, spoke about the quoted price of \$702,000. He explained the payment structure and monies that would be saved with different payment structures. There were questions to the Chief from the Council. Council President Corigliano asked if there have been any fundraisers or grants researched that would help pay for this. He questioned if refurbishing the truck is an option. He stated that this cost will impact each household about \$100 a year for 20 years or \$70,000 a year on the budget for 20 years and that we have an obligation to pursue all the options. Councilman Smith supported putting this in the capital budget. Council President Corigliano wants to hold off on putting this number in the budget because he believes Council needs to explore all the options. Mayor Skinner asked if this could be done this year without



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putting this number in, because the fire department has to look at this soon. Council President Corigliano stated that the capital budget could be modified partway into the year. Councilman Caminiti stated that he does not see the urgency to put this in the capital budget. Councilman Smith, Councilman Sweeney and Councilwoman Dietrich believe that we should plug in the estimate for refurbishment amount for 2019 and look to 2020 for the remainder. Council agreed to plug in \$350,000.

Building Improvements at the Fire House – Council President Corigliano stated that Council does not need to approve this because there is an ordinance in place with \$12,000. It covers locks, a shower and office space. Councilwoman Dietrich asked about public use of the room upstairs which is not allowed currently because there is access to the entire building. Council President Corigliano stated that the issue of use by the public of the upstairs room would need to be explored more.

Other – Council President Corigliano stated that \$50,000 could be used to get the trail network up and running on which no work has been done in years. One idea is he would like to see an improved trail from Liberty Park to Komline Park. Councilwoman Dietrich feels that this is a big number and she would like to see a coordinated effort between the Recreation and Trails committees. She believes that there are grants for the trails and she wants to hear from the residents. Councilwoman Murphy stated that a whole trail system may be hard to complete but she would like to see at least a big section completed along with improvements to existing trails. There was discussion that the project needs to be jumpstarted but the cost was adjusted to \$35,000 a year over the next three years.

Streets and Roads – Council President Corigliano started the discussion regarding the road paving planned for this year. The Roads Committee needs to determine if all of Highland needs to be paved. There is an ordinance with money appropriated for Highland and Trimmer for \$159,000. The Borough also applied for a grant from the NJDOT for Highland. Council agreed to reduce the number to \$143,000 because of the outstanding ordinance.

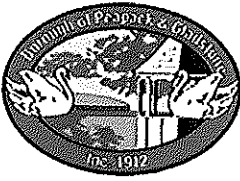
Holland Ave. Sidewalks – There is an ordinance for \$45,000 for the sidewalks. Council discussed that there is \$40,000 budgeted this year and the total estimate was for \$220,000. They will pursue grant money.

Speed Signs – Councilwoman Dietrich stated that the signs that they got quotes for are not the kind the Borough wants, so questioned whether to put \$10,000 in the budget. This would be for two signs on Holland Ave. It was asked why the County is not paying for the signs and it may be that these are above what's required but this will be looked into.

Council President Corigliano stated that the 2019 capital budget that they will be voting on in the future is \$597,650.00.

Kingsley Hill, the OEM Coordinator, spoke about his reasons for needing a new radio. There is an educational item in the Fire Department's operating budget which would involve a contractor setting up an OEM drill with training scenarios. Council discussed the radio and training. Councilman Sweeney supports the idea of the training and the radio.

Recess at 8:45p.m.



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Meeting resumed at 8:54 p.m.

Council President Corigliano stated that the Council has finalized the capital projects estimates and budget. They will now go over revenue and tax calculation.

Council President Corigliano said that they'll discuss how the Borough gets revenue. He showed the municipal and sewer budgets. He reminded Council that they plan to take \$2M from the fund balance as a one-time exception to pay down bans. Other revenues include the Court, State aid, construction fees, grants, liquor licenses, rentals, uncollected taxes, and other miscellaneous items. The difference is how much the residents must be taxed in order to fund the government. He continued with an explanation of the tax rate.

PUBLIC COMMENTS – 3 MINUTES PER PERSON – AGENDA ITEMS ONLY

Ronald J. Hill – Gladstone – Mr. Hill stated that he has lived in Gladstone for 69 years and wants to speak about the fire rescue truck. He noted that they came up with a list of things wrong with the vehicle. He said that there is a clock on the engine and the rescue truck which has a 23 years old engine has 258 engine hours. He said the 2010 pumper has 1263 miles and has 856 engine hours. He stated that there is a discrepancy with the statement that the rescue truck is used as much as the pumper is, since the pumper is only eight years old. He stated that the tires are not outdated. He is concerned about the fire apparatus details that are wrong. There are some things in need of repair on the rescue truck that will cost about \$4,000. He said that there are other issues that need to be addressed now, including the brakes.

Council President Corigliano said that he did not discuss sewer. He recapped the revenue and expenses and stated that the Borough will have enough in sewer for a decrease next year. Mr. Tietjen stated that he spoke with the Administrator in Bedminster and that there may not be shared services with Bedminster this year, and they may take the operation of the STAB facility back from the Borough.

Mayor Skinner opened up public comment because of this new issue.

There were no further public comments.

There being no other matters to be addressed by the Governing Body at this time, a motion was made by Councilman Smith, seconded by Councilman Sweeney, that this meeting be adjourned at 9:12 p.m. This motion was carried unanimously.

Respectfully Submitted,

Nancy A. Bretzger, Borough Clerk