

**THE TOWNSHIP COUNCIL WILL MAKE EVERY EFFORT TO ADJOURN THIS  
MEETING NO LATER THAN 11:00 PM  
TOWNSHIP BUDGET REVIEW AGENDA  
THURSDAY, JANUARY 27, 2011**

Mayor Hameeduddin called the Open Session Meeting of the Teaneck Township Council to order at 7:35 p.m. and asked all those present to rise for the Pledge of Allegiance.

**MAYOR'S ANNOUNCEMENT**

Adequate notice of this meeting has been provided by Resolution 331-10, setting the 2011 meeting dates, sending a copy to **THE RECORD, THE SUBURBANITE, THE BERGEN NEWS/SUN BULLETIN, THE JEWISH STANDARD, and THE COUNTY SEAT**, filing a copy in the Township Clerk's Office and posting it on the Municipal Building bulletin board, and the Mayor hereby directs that this statement be included in the minutes.

**ROLL CALL**

Present: C. Parker, C. Stern, DM. Gussen, C. Honis, C. Katz, C. Toffler (7:37 p.m.), Mayor Hameeduddin.

Absent: None.

Also Present: S. Turitz/W. Rupp - Ferrara, Turitz, Harraka, & Goldberg, Esqs.; W. Broughton, Township Manager/Acting Municipal Clerk; J. Evelina, Senior Clerk, I. Abbasi, Executive Assistant.

**PLEDGE OF ALLEGIANCE**

**MEETING OPEN TO THE PUBLIC FOR GOOD AND WELFARE OR PUBLIC INPUT ON ANY MATTERS ON THIS AGENDA**

Mayor inquired whether any member of the Council had any comments prior to opening the meeting to any comments from the public.

Mayor declared that any members of the public who wished to be heard come forward and state their names and addresses for the record. Comments shall be limited to five minutes per person.

Charles Powers, Teaneck- discussed the staffing amount of the Police Department; crime statistics; calls for service; requested clarification regarding the budgetary figures and actual figured cited in the budget; welcomed the new auditor; amd spoke of Dr. Toffler's book *Final Accounting*, former students of Dr. Toffler, and awards Dr. Toffler received.

Emil Lebovich- spoke of accusations made against him by various residents; not implying or insinuating violence at a public forum; Councilmembers raising issues about his place of residence; prior OPRA requests for C. Toffler's files; defamatory statements made against him relating to prior incidents in the Township; prior events involving Councilmembers; and security at Council meetings.

There being no further persons who wished to speak, the Mayor declared that the public comment portion of the meeting was closed.

Mayor inquired whether any member of the Council wished to respond to the public comments or whether a member of the Council wished to remove any item.

None.

**BUDGET DISCUSSION**

1. Presentation
  - a. Library

Mr. Michael McCue, Director- discussed the record volume of amounts of items borrowed from the library; the amount of items borrowed from neighbouring towns; the concern of Teaneck Library lending to non-residents; the coming replacement of the HVAC unit; asbestos abatement issues; cooling conditions in the library; and the library hours compared to other Townships during severe weather.

C. Stern sought clarification about the number of library loans and the number of loaned items by Teaneck residents.

Mr. McCue responded that county grant money affords the Township to lend to non-Township residents who still reside in the County.

C. Toffler spoke of her appreciation for the Library and applauded the level of customer service at the Library.

b. Auditor - Garbarini & Co., P.C. (2<sup>nd</sup>)

Mr. Paul Garbarini - thanked the Council for inviting him to the meeting; discussed his recent work with CFO Bianchi on the Annual Financial Statement; praised the financial condition of the Township including the Township's cash flow, fund balance and surplus compared to the size of the Township's budget; discussed the debt level of the Township in comparison to State regulations; the difference between temporary debt and permanent debt; the condition of the Municipal Debt market; Municipal Bonds; the form of accounting used in New Jersey for local governments; the use of Modified Cash Accounting compared to Generally Accepted Accounting Principles; the interest rate on debt; the methodology used to derive interest rates on bond notes; and the introduction and passing of the Municipal Budget beginning on March 12, 2011.

Mr. Broughton asked if Mr. Garbarini had any update about the level of funding the Township could expect to receive in State Aid for the fiscal year.

Mr. Garbarini responded that the State has informed auditors to expect cuts in State Aid, especially in regards to Transitional Aid. He shared that the State asked municipalities to expect no State Aid and to prepare for the worst case scenario.

C. Stern thanked Mr. Garbarini for being present at the meeting and asked if he could explain to the Council how long bond anticipation notes run.

Mr. Garbarini answered that bond anticipation notes are temporary and run for a maximum of one year with shorter term options available. He discussed long term notes; the timing of which the Township should go to the market to obtain said notes; and the process for planning to go to the market for long term debt notes.

C. Stern inquired about the usage of the word "surplus."

Mr. Garbarini clarified that the term "surplus" was out dated and the current term used by the State was "fund balance".

c. Insurance - D & H Alternative Risk Solutions

Mr. Wayne Dietz and Mr. Paul Messerschmidt - spoke about the insurance coverage for the Township; self insurance levels of coverage; general liability deductibles; no litigation regarding employment at this time; and the process undertaken when an employment claim is made.

DM. Gussen inquired about the general liability deductible and worker's compensation per year.

Mr. Dietz clarified the deductible amount of coverage and the maximum out of pocket payment under the Township's self insurance policy.

P. Messerschmidt added that the lower insurance rate has been provided to the Township without any additional cost.

Mr. Dietz added that D&H takes a personal interest in the Municipalities they insure.

## 2. Budget Review

### a. Recreation Department

Mr. Broughton discussed the salary and wage budget for the Recreation Department.

DM. Gussen commended the day care program at the Rodda Center; questioned the rate of tuition for the program; suggested the Department increase the tuition level for the coming year; discussed the tuition rate for outside day care programs; suggested a tuition level of \$750; and mentioned the range of tuition rates for outside programs between \$900 and \$1100 per month.

Mr. Broughton requested Ms. Crockett, Superintendent of Recreation, discuss the tuition rates and the various aspects of the Recreation Center's program.

Ms. Crockett spoke about the registration process of the day care program, the cap on enrollment levels, subsidies for families who could not otherwise afford the program, tuition rates on a monthly basis of other day care centers, the factors contributing to higher tuition rates charged by outside agencies, the reasoning to sustain the current tuition rate and the last tuition rate increase.

DM. Gussen spoke about the waiting list for enrollment into the Recreation Department's day care program.

Ms. Crockett advised that there has not been a waiting list since the last tuition increase in 2008.

C. Katz inquired about the methods of advertising for the program.

Ms. Crockett responded that the day care program will begin advertising for the 2011-2012 school year shortly in newspapers; and spoke about the non-preferential treatment policy, especially for siblings.

C. Katz inquired about the discount for siblings.

Ms. Crockett responded that the sibling discount is \$100.

C. Parker asked about the amount of families requesting subsidies in the program.

Ms. Crockett responded that there are 5 families receiving subsidies to enroll their child/children into the program out of 54 families.

C. Katz discussed the possibility of adjusting the price nominally for the Recreation Center's day care program and the break-even point for the program.

Ms. Crockett advised the break-even point of the program is \$435 without the cost of utilities.

C. Katz supported a nominal increase in the price of tuition for the Recreation Department's day care Program. He further suggested raising the companion ticket to \$20 or \$30 more; small increases in fees leading to a larger aggregate amount of revenue and suggested \$575 to \$585 in the rate of tuition.

DM. Gussen discussed a scenario of raising rates and calculated the amount of revenue increased based on said rate increase.

Mr. Broughton discussed the elimination of the waiting list due to the price offered by the Township and Recreation Center.

Mayor Hameeduddin did not feel that there was a consensus at this time for a nominal increase to the day care program.

C. Toffler inquired about the timing of any rate increase.

Ms. Crockett responded that a rate increase would not go into effect until the upcoming school year, as the current rate is locked in through June for parents.

DM. Gussen asked when registration would commence.

Ms. Crockett answered that registration would begin in February.

C. Honis asked about the 5-year radon test.

Ms. Crockett replied that the test is administered every 5 years and the license renewal process is every 3 years.

C. Honis recommended spelling out the year of administered tests in the future.

C. Stern asked if there was a correlation between the eliminated waiting list and the increase in the tuition rate in 2008.

Ms. Crockett answered in the affirmative and added that parents have suggested that they benefit from the service, but cannot afford it, given the price.

C. Stern confirmed the tuition rate since the increase in 2008 at \$550 a month for a full day and \$225 a month for a full day in 2008.

Ms. Crockett discussed the break-even point with staff and the healthy waiting lists under the previous lower price in 2008.

Mayor Hameeduddin and C. Toffler agreed to leave the price for the Day Care program as it currently stood.

DM. Gussen confirmed with Mr. Bianchi that a tuition-rate increase would only be recognized as revenue in September.

Mr. Bianchi confirmed DM. Gussen's statement.

C. Katz asked Ms. Crockett about the number of siblings enrolled in the program.

G. Crockett responded that there are no siblings enrolled in the program at this time.

Mayor Hameeduddin noted that there was no consensus at this time to raise the tuition rate for the day care program. The Council will return to this matter at a later point in time during budget discussions.

b. Fire Department

Mr. Broughton discussed the salary and wage amount and the staffing levels for the Fire Department.

Mayor Hameeduddin inquired about the line item for "special projects" and what it entailed.

Fire Chief Verley responded that the line item covers projects and items that need to be purchased that are not budgeted for or expected to be received. Examples include the painting and striping of new vehicles.

Mayor Hameeduddin inquired about the typical use of miscellaneous funds.

Fire Chief Verley replied that miscellaneous funds are used to supply fuel and supplies for Box 54 and 25<sup>th</sup> Anniversary year watches. He added that the Fire Department pays a cost to run wire for Police, Fire and DPW across the CSX tracks.

C. Katz inquired about the use of the wire.

Chief Verley responded that the wire is part of the Fire Department's wiring for the Township phone system and fire signals.

Mr. Broughton asked Chief Verley to discuss any personnel changes such as retirement and staffing.

Chief Verley discussed the pending retirement of Lieutenant Michael Koscuizka, Deputy Chief Slockett's pending retirement on April 1 and Fire Fighter Edward Riordan's pending retirement in July.

Mayor Hameeduddin discussed the request for two hybrid vehicles in the Fire Department's budget.

DM. Gussen confirmed the price of the two vehicles requested.

Chief Verley clarified that the Fire Department was requesting four (4) vehicles, two (2) of which are hybrids. He discussed the hybrid vehicle purchased by the Fire Department in 2007; the miles per gallon the 2007 hybrid affords compared to older vehicles at the Fire Department; the Incident Commander's vehicle and its use; the package of the requested vehicle given the price; the mileage on all four vehicles to be replaced; and the anticipated life span of vehicles.

C. Parker questioned the last time a hybrid was purchased and the use of the Fire Department's vehicles.

Chief Verley responded that 2007 was the only year a hybrid vehicle was purchased; described the use of personnel's vehicles; and discussed an average day's hourly use of said vehicles.

C. Stern inquired about the Chief's Vehicle and its usage.

Chief Verley discussed the proximity of where past Chiefs have lived and the need for the Chief's vehicle to have four-wheel drive capabilities.

Mayor Hameeduddin inquired if there were any available four-wheel drive vehicles in the Township's fleet.

Mr. Broughton responded that there are currently no four-wheel drive vehicles available in the Township's fleet, however; Police SUVs will be replaced soon and may make those vehicles available for other departments' use.

Mayor Hameeduddin asked Chief Verley if the Chief's car was equipped with snow tires or had chains around the tires.

Chief Verley responded that the Chief's vehicle has old weather tires and does not have chains on the tires at this point in time.

DM. Gussen questioned the need to purchase a new vehicle given purchases in 1995 and 2005.

Chief Verley responded that the two vehicles will bump down and serve as back-up vehicles until the end of their useful life.

DM. Gussen did not feel that this budget year was the year to purchase a new vehicle for the Fire Department.

Mayor Hameeduddin commented that cars are under capital and a depreciating asset, and he would rather see \$200,000 be used towards improvements to the bathrooms in the Fire Department Headquarters.

Mr. Broughton added that the bathrooms will be fixed shortly but the purchase of vehicles are important given the 20-year life span and cost spread out over the year.

Mayor Hameeduddin disagreed and did not feel that this was the appropriate time to make said expenditures.

C. Toffler, C. Honis and C. Parker agreed with Mr. Broughton's statement and spoke in favor of providing the vehicles requested by the Fire Department as per their budget.

DM. Gussen and Mayor Hameeduddin did not agree to provide the vehicles at this time.

C. Stern felt that a certain amount of money should be budgeted for the purchase of vehicles, and Chief Verley should make decisions on which vehicles to purchase from said budgeted funds. He felt that \$220,000 was a bit much to be spent on vehicles but was not comfortable prioritizing which vehicles to purchase, since it was not his department. He was comfortable with a number in between and allowing the Chief to prioritize the vehicles he wanted to purchase.

C. Toffler did not want to see funding cut to the point where not enough was left to do anything correct; and felt that vehicles high in mileage could be put to bed slowly. She spoke of her trust in the Fire Chief's decision for the purchase of fire vehicles.

Council discussed the various mileage amounts on their respective personal cars.

C. Toffler commented that she did not want the Fire Chief driving in a car with 153,000 miles on it because the Council was trying to save a few dollars.

Mayor Hameeduddin discussed alternatives to purchasing a new vehicle.

Mr. Broughton felt that two vehicles were important in the request, specifically, the incident command vehicle and the Chief's vehicle. He supported the purchase of these two vehicles and suggested the Council forgo the purchase of the two hybrid vehicles at this time as a compromise.

DM. Gussen felt that it would be difficult for the Council to justify the purchase of a "luxury" SUV in this economic environment, and he referenced the Manager's car afforded to him from the current motor pool.

C. Parker discussed the importance of the Fire Chief to be able to respond to fires in all weather climates.

Chief Verley spoke about the amount of money spent on remedying older vehicles that were handed down from other departments; older vehicles' mechanical issues; the benefit of having a new car without the repair costs associated with it; the decreased use of DPW mechanics for new vehicles; the use of State bids to acquire a car that has the tools to perform the functions of the job without being a "luxury" SUV; the need for the Chief to respond and maneuver through the Township during any incident; cited a recent trip around town in the snow in which his car was stuck; and spoke about the Fire Department not spending the Township's money frivolously.

Mayor Hameeduddin asked if C. Stern had a budget figure in mind for the purchase of Fire Vehicles and referenced the Manager's opinion of purchasing two of the four vehicles requested.

C. Stern deferred to the Manager's opinion; expressed his comfort with the Manager's idea of purchasing two of the four vehicles; and asked if Chief Verley was amenable with the Manager's recommendation.

Chief Verley answered in the affirmative.

Mayor Hameeduddin agreed to purchase two vehicles for the Fire Department but a consensus was not present at the time.

The Manager discussed the need for the Fire Department to operate at a particular level and was amenable to changing the request to purchase two vehicles to achieve savings.

Mayor Hameeduddin was not against the expenditure providing the nature of the expenditure in the capital budget.

C. Katz referenced savings from the proposed increase in the day care program's cost of tuition.

Mayor Hameeduddin recapped for C. Katz the discussion of purchasing vehicles for the Fire Department, as he was away from the dais during the discussion.

Council had a consensus to approve the purchase of two vehicles for the Fire Department.

### 3. Capital Budget Review

DM. Gussen discussed the Phelps Park swimming pool and prior costs obtained in 2008 for the replacement of the above-ground pool.

Mr. Broughton mentioned that the administration could investigate the suggestion of replacing the above-ground pool.

DM. Gussen felt that the service of replacing an above-ground pool would be a tremendous one to provide for residents and suggested sending a letter to Michael Phelps, asking if he would like the park to be named after him.

Mayor Hameeduddin offered the Council the opportunity to go through the budget; he did not have any suggestions for cuts, and was comfortable with the budget as it stood.

C. Katz inquired if the costs of travel by employees were obtained.

Mr. Broughton provided a document which listed the cost of travel, professional affiliations, training for all employees and the amount of money in the total budget listed as miscellaneous items.

C. Katz proposed that professional affiliations and travel be re-allocated and reduced by 40%. He also suggested that travel be re-allocated and reduced by 50%.

DM. Gussen spoke about professional affiliation and travel under 15 different accounts and suggested making this expenditure one total account.

Mr. Bianchi advised that the reason for the separate travel accounts is due to items being paid by separate departments.

DM. Gussen also requested if miscellaneous expenses could be combined under one account so that departments would have to request the Manager to expend miscellaneous monies. He felt that this method would curb department expenditures for miscellaneous items.

Mr. Broughton spoke about his duty to train employees to expend monies effectively; monies not being expended without his knowledge and approval; and the process of approving purchase orders.

DM. Gussen did not question the method of approval for expenditures but expressed his opinion that department heads had to personally visit the Manager to request the expenditure of funds would deter miscellaneous expenditures.

C. Katz agreed that the term miscellaneous include unanticipated events but that these unanticipated events should have to be personally requested from the Manager.

Mr. Bianchi clarified that each department's miscellaneous category includes every expense under this line item.

Mayor Hameeduddin referenced the miscellaneous account belonging to the Department of Public Works, Police Department and Fire Department.

C. Katz reiterated his suggestion of a 50% reduction to miscellaneous and a 40% reduction in professional affiliation and travel.

Mayor Hameeduddin felt that it was not prudent to cut the miscellaneous line item by 50%.

C. Katz questioned if any miscellaneous line item(s) in the Public Works' budget could be cut and stated that cuts by the Council did not constitute a direct attack on the Manager or any department.

Mayor Hameeduddin spoke about the prudent work of prior Councils during past budgets going through the budget.

C. Parker asked if the items under the Miscellaneous line item could be categorized.

Mr. Bianchi spoke about the schedule under each Department's miscellaneous line item that did not fall into other budget categories.

C. Katz amended his request to cut the miscellaneous line item by 30% and maintained his suggestion of reducing the professional affiliation and travel line item by 40%.

Mayor Hameeduddin expressed that he was comfortable leaving the budget as it currently stood.

DM. Gussen spoke about his personal payment for continuing education credits and professional licensure, and he did not feel that it was unreasonable for the Township's employees to do the same.

Mr. Broughton added that Township employees do pay for their licenses. He noted that \$90,000 was spent on training for 350 employees. He felt that it was important for employees to meet and network with other individuals in the same trade, the value of information gained from organizations the State sponsors and the need for employees to be a part of organizations.

C. Katz felt that it was important to support travel and professional affiliations but did not feel the funding level was necessary. He also inquired about the locations of professional travel conferences.

Mayor Hameeduddin requested that Council bring forward any other items they would like to discuss before delving into the budget from the beginning.

C. Toffler inquired about the Capital budget in comparison to the prior years' Capital budget.

Mr. Broughton compared the current Capital budget to prior years' budgets and stated that there was a 3.26% increase in the "Other Expenses" line item of the Capital Improvement Plan.

DM. Gussen requested clarification from Mr. Bianchi on the difference between "other expenses" and "operating expenses."

Mr. Bianchi responded that the word "other expenses" does reference "operating expenses."

C. Parker sought clarification regarding the number of public safety personnel decreasing while the funding for the pension system was increasing.

Mr. Broughton discussed the process by which the pension bill is calculated and asked Mr. Bianchi to provide an explanation.

Mr. Bianchi remarked that the pension system was not going to change and confirmed that the State's personnel determined the amount the Township has to pay.

DM. Gussen asked if the amount of employees can be confirmed that are indeed being paid for by the Township.

Mr. Broughton confirmed that the Township is paying into the pension system on behalf of the correct number of employees and that the number is referenced on the bill sent by the pension authority.

DM. Gussen referenced the Township's opportunity in 2008 to take an exception to the tax levy cap for pension deferrals and towns exercising this option and leaving the pension system in a mess.

Mr. Broughton felt that the real issue was the lack of payments to the pension system made by the State on behalf of its employees and not the payments made by municipalities on behalf of their employees. He spoke about the increase in the PFRS and PERS contributions, their effect on the budget and the increase in the rate on group health insurance.

Mayor Hameeduddin inquired if Council had any other items they wanted to remove from the budget.

C. Katz asked if Parking Enforcement Officers would be discussed at tonight's meeting.

Mr. Broughton responded that the plan is pending.

Mayor Hameeduddin asked if there were any items that would be included in the budget.

DM. Gussen reiterated his suggestion to include replacing the Phelps Park pool.

Mayor Hameeduddin inquired about the status of tree plantings and the amount budgeted for the line item.

Mr. Broughton spoke about a recent contract being awarded and the \$50,000 budgeted from the 2010 budget for tree plantings. He informed that the plantings will not commence until May or June 2011. He spoke about the awarding of a tree pruning contract for around \$75,000 from the 2010 budget. He further discussed the unfunded tree planting in the 2011 budget, given the physical planting from the 2010 budget during the current year. Finally, Mr. Broughton and added that the tree planting program will be included in the 2012 budget.

Mayor Hameeduddin asked if the Council would like to review the budget once more in its entirety or if they would like to schedule another budget meeting to discuss the budget.

DM. Gussen felt that another budget meeting was necessary and should be scheduled and should be scheduled at the next meeting.

Mayor Hameeduddin expressed that he was ready to move forward with the current budget but requested some dates be given to schedule a future budget meeting.

Council proposed different meeting dates for an additional budget meeting.

Mr. Broughton reminded the Council that the budget must be introduced by March 12.

Due to various scheduling conflicts, Council was not able to schedule an additional meeting.

Mr. Broughton recommended that any budget items that Council wished to discuss could be added to a regular meeting's agenda.

Council was in agreement with Mr. Broughton's suggestion and added street signs, the Phelps Park pool and Parking Enforcement Officers to the February 8<sup>th</sup> Regular Meeting Agenda.

C. Katz inquired if a consensus was present to raise the tuition rate for the day care program.

DM. Gussen noted that there was a consensus at tonight's meeting to raise the tuition rate for the day care program.

## **ADJOURNMENT**

Councilmember Parker moved to adjourn at 9:23 p.m.

Seconded by Deputy Mayor Gussen.

In Favor: C. Parker, C. Stern, DM. Gussen, C. Honis, C. Katz, C. Toffler, Mayor  
Hameeduddin.

Opposed: None.

Absent: None.