

BUDGET MEETING OF THE MAYOR AND COUNCIL
HELD AT THE
MUNICIPAL COURT /COUNCIL CHAMBERS
10 LAWLOR DRIVE, OAKLAND, NEW JERSEY
MONDAY APRIL 2, 2018

MEETING CALLED TO ORDER: By Mayor Schwager at 5:05 pm.

ROLL CALL: Mayor Schwager called the meeting to order and the Clerk called the roll. Present: Mayor Schwager, Councilmembers Knapp, Kulmala, Pignatelli, Talamini. Absent: Councilmembers Biale, Levy. Also Present: Lisa M. Duncan, Borough Clerk; Richard Kunze, Borough Administrator.

SALUTE TO THE FLAG:

MOMENT OF SILENCE:

MEETING ANNOUNCEMENT: Mayor Schwager announced this meeting is being held in accordance with the Open Public Meetings Law duly announced and included in the schedule of regular meetings.

Councilman Biale entered the meeting at 5:07 pm.

POLICE DEPARTMENT BUDGET:

Captain Keith Sanzari, Lt. Chris Eldridge and Detective Keith Docwra were in attendance to discuss the Police budget. Captain Sanzari advised that the Patrol division is responsible for the enforcement of criminal laws, motor vehicle laws and Borough ordinances. They are first emergency responders on all calls. The Detective Bureau does investigations and handles juvenile issues. The Traffic Bureau assists with motor vehicle enforcement and traffic safety issues. The Records division is staffed by a civilian employee. There are currently 24 uniformed officers, 3 full-time civilian dispatchers and two civilian administrative staff.

Captain Sanzari advised that the contracted services line, which is for mandatory services and contract fees, has been reduced. Councilman Knapp questioned why this was reduced. Detective Docwra responded that last year's budget contained a one-time upgrade fee for Lawsoft. Captain Sanzari asked for an increase in the Professional Development for training of officers. Councilman Kulmala asked if the Police Department takes advantage of classes offered by Homeland Security. Captain Sanzari responded they do as well as classes offered by Bergen County Law & Safety and those classes run by private vendors. Councilman Talamini asked if there is interest in attending additional training. In other words, will this be the number that is requested in the future. Captain Sanzari responded that he thought it would be kept in future budgets but if it is not needed, the amount will be reduced again next year. Councilman Kulmala asked if we will continue with accreditation. Captain Sanzari responded that the Department will be going through an assessment every two years for recertification.

Captain Sanzari explained that the uniform line item is for new hires and replacement uniforms. Mr. Kunze asked what the cost is for a new issue. Captain Sanzari thought it cost \$ 1,000 for a new officer and slightly less for promotions. Captain Sanzari advised that there is an increase in the municipal vehicles line item. He explained that the vehicles that were ordered late in 2017 will need to be equipped as well as the new allotment of vehicles for 2018. He is going to request that the Borough purchase Chevy Tahoes. There have been problems with the Fords and the

Tahoe is larger in size. Councilman Knapp asked if the warranty is better than with the Ford. Captain Sanzari explained that the warranty is the same. Councilman Pignatelli asked if the gas mileage is the same. Captain Sanzari responded it was the same and he explained that they will be able to reuse equipment from the old Tahoes. He spoke of the lost road time due to maintenance issues on the Fords. He explained that the Tahoes are 4WD, AWD and pursuit-rated. He explained that for a vehicle to be pursuit-rated, it sits lower so there is less chance of a rollover. Councilman Kulmala asked what the projected useful life is for the Police vehicles. Captain Sanzari responded that it depends on the vehicle. They can get anywhere from 65,000 to 85,000 miles on the vehicle. Mr. Kunze explained that the mileage is not the same as our mileage. The cars are constantly idling and there is wear and tear on the engine. Councilman Talamini asked how many years the vehicles last. Lt. Eldridge responded a primary vehicle is on the road for 2 to 3 years, then becomes a secondary vehicle. It is rotated out in 4 to 5 years. Mayor Schwager asked if the Department uses motorcycles. She asked how many we have. Captain Sanzari responded that we have two and he does not know why the motorcycles are not used. Councilman Talamini asked if we budgeted last year to outfit the cars we ordered last year. Mr. Kunze responded that when the cost to outfit the vehicles is added to the purchase price, the \$60,000 budgeted is not enough. Councilman Talamini asked if we reuse equipment. Captain Sanzari responded we do reuse equipment if possible.

Councilman Levy entered the meeting at 5:30 pm.

Captain Sanzari advised there is an increase in the Electronic Data Processing line. This is due to the purchase of a new scheduling program. The new program is electronic, all officers can access from their smartphone and it integrates with payroll. Detective Docwra advised that this system logs comp time and personal time and the time can be approved electronically by the supervisor. Councilman Levy asked if other Police Departments are using. Captain Sanzari responded they are, including Ridgewood and Palisade Park. Councilman Talamini asked if this is a one-time fee or will it be continuing. Detective Docwra responded that there is a yearly subscription fee of \$2600 per year. He advised that the scheduling software costs \$ 7,500 and they are purchasing redacting software for \$ 5,000. The line item will go down again next year. Councilman Pignatelli asked if this can be put in Capital. Mr. Kunze responded it is a relatively small purchase. Mayor Schwager asked about grants. Councilman Kulmala asked if the Police can reach out to the Prosecutor's office to see if we can use forfeiture funds. Lt. Eldridge advised that we only have \$ 1,000 in our forfeiture account. He explained that sometimes the County will distribute some of their funds to municipalities.

Discussion turned to guns and ammunition. Captain Sanzari explained that with the need for school safety and security, they want to increase the active shooter program. Mr. Kunze explained that there is a Capital request for the weapons themselves. This line item is for related expenditures. Discussion ensued over the amount of weapons needed, their lifespan and maintenance requirements. Councilman Levy asked the cost of a carbine and a rifle. Captain Sanzari advised a carbine cost \$ 1,400 and a rifle cost \$ 1,000. Lt. Eldridge explained that qualifications for rifles is four times per year and the Department needs to keep enough weapons in service while officers are qualifying.

Councilman Kulmala asked what the line item for Traffic Bureau is used for. Captain Sanzari responded it is for replacement of traffic cones, additional crosswalk signs, radar calibration and certifications and maintenance and upkeep of traffic signs. Councilman Talamini asked if we are getting additional speed signs. Captain Sanzari advised we are purchasing additional pedestrian signs that light up amber. Mayor Schwager asked about ticketing drivers who fail to stop for pedestrians. Captain Sanzari responded that the Department will need to an undercover operation

this year. Councilman Biale asked if the speed signs have a battery backup because the sign on Seminole stops working.

Discussion turned to Capital. Discussion resumed on the number of guns to purchase. Councilman Knapp would like to have one device in the regular patrol cars as well as Traffic Safety and Detective cars. Councilman Biale would like all vehicles to be equipped. Lt. Eldridge advised that there should be one locked and available in Headquarters as well. Councilman Levy asked about training. Captain Sanzari responded that everyone receives carbine basic level training when they do handgun and shotgun. Right now there are four people trained on rifle and they have to qualify four times per year. He advised he is trying to get more people qualified. Councilman Knapp asked what the difference was between the weapons. Captain Sanzari responded that a carbine can shoot handgun ammo. Lt. Eldridge explained that officers receive six days training on handguns at the Academy. He feels that officers should go to an outside course for rifles. Mr. Kunze explained that the purchase of the guns is a Capital item. Captain Sanzari advised that the Department currently has 4 carbine and 2 rifle. Consensus of the Council was to purchase another 4 carbine and 2 rifle.

Councilman Knapp questioned building security cameras. Detective Docwra advised that these cameras are going to be added to areas that are not on the current system. For instance, people have to be escorted to the server room because there is no security camera. This will free up personnel. Detective Docwra advised there is a request to purchase portable security cameras. These are self-contained cameras and can be viewed remotely by cell phone.

There is a request to purchase a new 9-1-1 console. Detective Docwra explained that this unit is long overdue to be replaced. The screen no longer works. He explained that it is expensive because technology is changing. Councilman Kulmala asked Detective Docwra to explain the Lawsoft upgrade. Detective Docwra explained it was for record management and CAD system. Lt. Eldridge explained that they need a digital interface for records storage.

Captain Sanzari advised that they are requesting a new weapons cabinet. The current one is antiquated. They are also requesting to purchase two radar units because one is currently out of service and the newest one is 7 years old. Councilman Levy asked what the life of a radar unit is. Captain Sanzari responded that the manufacturer gives a 3-year warranty. We have had the units 7 years. Captain Sanzari is also requesting to purchase two additional in-car video systems.

Discussion turned to the Renovation of the Detective Bureau. Detective Docwra advised that they have been trying to update the rooms. The furniture is outdated. The chairs for the dispatcher, which are used 24 hours per day, are falling apart. There are 8 chairs in the Ready room that need to be replaced. Councilman Kulmala asked if DPW will do the work. Detective Docwra responded that it is mostly furniture but DPW will refurbish the walls.

Mayor Schwager questioned the cell block upgrade. Captain Sanzari advised that the cells are original to the building. The NJDOC has a lot of guidelines that must be met. Detective Docwra advised the architect has looked at the space and believes the number that was put in the Capital request is high. Councilman Kulmala asked if we have plans yet to submit for grants. Mr. Kunze responded that this is conceptual so far and no one is under contract to prepare plans. He advised that if a grant entity needs plans, we can get the plans prepared.

OPENED FOR PUBLIC DISCUSSION:

On motion of Councilman Biale, seconded by Councilman Kulmala, this portion of the meeting be opened for public discussion.

ROLL CALL: All yeas, Councilmembers Biale, Knapp, Kulmala, Levy, Pignatelli, Talamini.

No comments.

CLOSED FOR PUBLIC DISCUSSION:

On motion of Councilman Biale, seconded by Councilman Knapp, this portion of the meeting be closed to public discussion.

ROLL CALL: All yeas, Councilmembers Biale, Knapp, Kulmala, Levy, Pignatelli, Talamini.

MEETING ADJOURNED:

On motion of Councilman Pignatelli, seconded by Councilman Biale, the meeting be adjourned at 6:56 pm.

ROLL CALL: All yeas, Councilmembers Biale, Knapp, Kulmala, Levy, Pignatelli, Talamini.

Lisa M. Duncan, Borough Clerk
April 11, 2018

Mayor Linda H. Schwager

Date Approved