

BUDGET MEETING OF THE MAYOR AND COUNCIL  
HELD AT THE  
MUNICIPAL COURT /COUNCIL CHAMBERS  
10 LAWLOR DRIVE, OAKLAND, NEW JERSEY  
TUESDAY APRIL 12, 2016

MEETING CALLED TO ORDER: By Mayor Schwager at 6:02 pm.

ROLL CALL: Mayor Schwager called the meeting to order and the Clerk called the roll. Present: Mayor Schwager, Councilmembers Biale, Jensen, Kulmala, Talamini, Visconti. Absent: Councilwoman Coira. Also Present: Lisa M. Duncan, Borough Clerk; Richard Kunze, Borough Administrator; Donna Mollineaux, Chief Financial Officer.

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.

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EXCUSE ABSENCE:

On motion of Councilman Visconti, seconded by Councilman Kulmala, the absence of Councilwoman Coira be excused.

ROLL CALL: All yeas, Councilmembers Biale, Jensen, Kulmala, Talamini, Visconti.

POLICE DEPARTMENT BUDGET:

Chief Kasper advised that the Oakland Police Department consists of the Patrol Division, Detective Bureau, Traffic Bureau and Records Bureau. There are 24 uniformed officers, 2 full-time civilian dispatchers and 2 civilian administrative staff. The Police Department is responsible for enforcement of criminal laws, motor vehicle laws and Borough ordinances as well as dispatching all fire and first aid calls. The Police Department also administers the DARE program in the elementary schools and manages the school crossing guards to ensure the school age children get to and from school safely. In addition, the Police Department will assist with residential lockouts, animal complaints, motor vehicle lockouts, child safety seat installations, Safety Town as well as other services.

Mayor Schwager asked how the new mandate for bail reform will affect the budget. Chief Kasper responded that the full reform does not go into effect until January 1, 2017. As of April 1<sup>st</sup>, there is more documentation and paperwork required if someone goes to jail. He advised that after the full mandate goes into effect, there may be an increase in overtime for transport to jail. Mr. Kunze responded there is more concern over the increased paperwork and tight timeframes. That could be a burden. Councilman Biale asked if the additional paperwork is being done by the arresting officer. Chief Kasper responded it is for the most part. Councilman Visconti asked if there will be any savings on the Court budget. Chief Kasper responded there may be some savings with the court officer. Mr. Kunze responded there would not be savings in terms of Court staff because they are paid by salary and stipend.

Chief Kasper advised his operating budget is as flat as it could be. Councilman Visconti questioned the large increase in overtime. Mr. Kunze responded that it was a challenging year in the Police Salaries and Wages budget due to dispatcher vacancies. The overtime is up as the dispatch desk has to be staffed more often with Police officers. Although there are officers eligible to retire, the budget was done as if there would be no retirements. Councilman Visconti commented that in 2015, \$ 350,000 was spent on overtime. Chief Kasper responded that there was a dispatcher out for 11 months in 2015. There is a contractual procedure to follow when a dispatcher is out that costs significant overtime. He advised there were officers out an extended time with on the job injuries as well. Councilman Visconti commented that \$ 250,000 is being allocated for overtime in 2016. Mr. Kunze responded that was to allow for unknown conditions. Councilman Visconti asked at what point does it make sense to look at the manpower issue. Chief Kasper advised that the dispatch line item was down by \$ 50,000. Councilman Jensen responded there was a 140% increase in part-time dispatch. Chief Kasper responded that is because the dispatcher was out for eleven months. He explained that according to contract, another dispatcher needs to be called in on overtime, or a per-diem if available, and then a Police Officer will get called in on overtime. Councilman Jensen asked how costs can be controlled. Chief Kasper responded that is why the Borough is looking to go to the County for dispatch services because it would be a fixed cost. Councilman Jensen asked if that would help with Police overtime as well.

Councilman Kulmala asked how many are eligible for retirement. Chief Kasper responded five are eligible. Councilman Talamini asked if it would help the overtime to hire additional Police officers. Chief Kasper advised it would not help for the dispatch overtime. It would help if an Officer was out on extended leave. Councilman Biale asked if it would help to hire additional per diem dispatchers. Chief Kasper responded it is hard to get per diem dispatchers. Mr. Kunze advised that we have hired some per diem dispatchers but it comes down to availability because they all have full-time jobs. Councilman Biale asked how many per diem dispatchers we have. Chief Kasper responded 4 or 5. There is one in training and one ready to go into training. Mayor Schwager asked how many officers there are per shift on the road. Chief Kasper responded there are a minimum of three. Councilman Kulmala asked how long it takes for a per diem dispatcher to be able to go out on their own. Chief Kasper responded it depends on the person.

Councilman Visconti asked if we are doing anything with funding towards prevention of the heroin problem. Chief Kasper responded that Oakland has tried to be at the forefront of this problem for years. Anything that could be done to help prevent this problem would be great. Councilman Visconti asked if there is any funding that should be put aside. Chief Kasper responded that any additional funding would help with more training and programs. Anything that has been done so far has been with other agencies. Councilman Visconti suggested using the local access channel to do a Public Service Announcement. He asked if there is a line item for education. Mr. Kunze advised that the Municipal Alliance is the main arm of the Borough for education on drug abuse. Councilman Kulmala asked if there is any way to educate the parents of younger students on the drug problem. Chief Kasper responded that they have tried to include middle school parents in the past. Councilman Biale commented that years ago, there was a school resource officer. He asked if a school resource officer would be useful to help with the drug problem. Chief Kasper responded it would but would need funding for an additional officer. Councilman Talamini asked if there have historically been 24 patrol officers. Chief Kasper responded that years ago, there were 30 officers. Through attrition, it has lowered. He would be comfortable with 26 officers but right now there are only 24. He explained that we are in the process of doing a background investigation on a potential candidate. Mr. Kunze explained that the Borough had called for a list to put a 25<sup>th</sup> officer on. Chief Kasper advised he would like to have 25 officers after the retirements. Mr. Kunze explained this is not going to be done in one

budget cycle. He thought it made sense to hire one officer now because of pending retirements. Chief Kasper advised that if there is a retirement, the new hire would be at a lower salary. Councilman Biale asked if it would make sense to hire two officers now. Chief Kasper responded he will know more after the background investigations. In approximately four to six weeks, he will come back to the Mayor and Council with a recommendation.

Discussion turned to the Capital requests. Chief Kasper is requesting a new dispatch console, mobile computer replacements and an additional license plate reader. Councilman Kulmala asked the life expectancy of the license plate reader. Chief Kasper is not sure but he assumes it is the same as a computer. Councilman Kulmala asked if the cost includes the licensing fee. Chief Kasper thinks three years are included.

Chief Kasper is asking to purchase four additional radar speed signs to put on higher traffic residential streets. Councilman Jensen asked why we are spending money on signs if there is no enforcement. Chief Kasper responded that there are radar details every day. Whether the officer writes a ticket or issues a warning, it is enforcement. Councilman Biale attended a seminar where they advised that just putting up the signs has a tremendous effect on getting cars to slow down. Councilman Kulmala asked when the signs we currently have will be deployed. Chief Kasper responded in a month or two.

Chief Kasper advised that the current breathalyzer is no longer going to be utilized so that will need to be replaced. Councilman Talamini asked if there is training. Chief Kasper advised the State Police have a unit to train officers and that is included in the cost. Chief Kasper is requesting a walk through metal detector for Court security. Councilman Kulmala asked if the Chief investigated any grants for this budget cycle. Chief Kasper responded there are no grants for the items he is looking to purchase.

#### FIRE DEPARTMENT:

Chief LeRoy and Assistant Chiefs Hutsebaut and Dies were in attendance to speak about the Fire Department budget. Chief LeRoy advised that the goals for the Fire Department this year are to continue the twenty year replacement of apparatus in order to follow the guidelines of the NSRA and PEOSHA. He wants to train more members on swiftwater rescue. They are continuing with the expansion of Company 2. There will be an upgrade to the outside lighting at Company 1 and Company 2.

The 2016 budget is basically the same as last year's budget. The Fire Department continues to seek ways to reduce costs through the WOLF group and NW Bergen Mutual Aid joint purchasing program.

Chief LeRoy advised that contracted services is up. This is the line that covers the website, software, turnout gear cleaning. Councilman Jensen questioned why the requested amount is \$ 9,400 when the Department spent \$ 5,500 on that line last year. Chief LeRoy explained that the Fire Department upgraded to a cloud system because the computer was crashing due to lack of storage. Councilman Jensen commented that you can get 3 GB of storage for free. Assistant Chief Dies explained it is about access to the cloud through the NFRS system not just storage. Chief LeRoy explained that this line item is also used for gear cleaning.

Chief LeRoy wants to send 10 firefighters for swiftwater technical level training. He is looking to expand training and train additional firefighters in swiftwater rescue. The Equipment line item is down because spending was down last year. Mr. Kunze advised that in the past three years, the Fire Department has recommended decreases to the budget. They have done a terrific job.

Mr. Kunze advised that the Fire Department had a big hit to their budget for repairs to the ladder truck but they managed with what they had.

Discussion turned to Capital requests. Chief LeRoy advised the Fire Department is looking to get Ipad's for a Crash Recovery system. This system can provide vehicle information to assist with rescue attempts. Assistant Chief Dies explained that Ipad Air 2's provide a split screen so that the Crash Recovery system can be used along with a free app that gives information about chemicals involved in a rescue situation. Councilman Kulmala advised this gives the Fire Department the ability to access information quickly while on scene.

Chief LeRoy is requesting 5 gas meter replacements because they only last three years. Councilman Kulmala asked if 5 meters were enough for the apparatus. Assistant Chief Dies responded it was. Chief LeRoy is requesting hose and nozzle replacements which are done every year. The Fire Department is looking to purchase low band pagers to replenish their stock. Councilman Jensen asked about using smartphone technology instead of purchasing pagers. Chief LeRoy responded that the smartphone technology is not accurate and reliable. Mr. Kunze advised that the low band units are hard to find. They have located a vendor that has stock so the Fire Department is looking to purchase the units while it still can.

Chief LeRoy is requesting funds to replace 10 Scott Bottles. Councilman Kulmala advised this is the breathing apparatus used when fighting fires. Councilman Jensen asked how many have been replaced in the past two years. Chief LeRoy responded that 15 bottles were replaced last year and 10 would be replaced this year. Councilman Biale asked how many bottles the Fire Department has. Chief LeRoy responded that every apparatus has 6 to 10 bottles. Councilman Kulmala advised that each bottle only lasts about 15 to 20 minutes.

Chief LeRoy is requesting four additional swiftwater dry suits and six turnout gear replacements. He explained that the lifespan of the turnout gear is 10 years and must be replaced to keep in compliance with OSHA, NFPA and PEOSHA. Councilman Jensen asked what happens with the old turnout gear. Chief LeRoy responded that the junior firefighters will use it for training.

The Fire Department is requesting \$ 8,000 for a garage to be installed outside Company 1. Councilman Visconti does not think that is enough money and he wants to be realistic with the number. Assistant Chief Dies advised the garage is prefabricated. Chief LeRoy advised the Fire Department members will do some of the work.

Mayor Schwager left the meeting at 7:40 pm and Council President Kulmala ran the meeting.

Chief LeRoy is requesting \$ 17,000 for security cameras. Councilman Visconti asked if the Fire Department got a quote because he thinks it can be done for less money. Chief LeRoy responded that they did research and obtained pricing.

#### RECREATION BUDGET:

Recreation Commission Chairman Mike Guadagnino and Commissioner Neil Malmud were in attendance to discuss the Recreation budget. Mr. Malmud advised that the Recreation Commission is asking the town for \$ 49,500 which is an increase over last year. The increase is due to the new volleyball program and the increased cost of summer camp. Based on preliminary signups for camp, they are expecting 10% more participants this year. The new volleyball program had limited enrollment and it filled up in two nights of registration. They expect an increase in the program for next year. The summer camp will have an increase in counselors. They anticipate hiring 14 new regular counselors. Mr. Malmud advised that our summer camp

program is a bargain compared to other programs. Mr. Guadagnino advised that last year, the open camp did not cut off enrollment. He explained we got additional busing so that we could take more kids. Mr. Malmud thanked the Mayor and Council for their support for Recreation.

Councilman Biale commented about the lights being on at the Recreation field. Mr. Guadagnino advised he is constantly monitoring the lights on the Musco system. The problem comes when a coach leaves the field early and no one knows to turn the lights off. Councilman Talamini asked if there is any idea of the energy used in the lights. Mr. Guadagnino responded that in 25 years, the Borough will pay off the lights with the savings on the energy. Councilman Biale questioned if the lightning detection system is working. Mr. Guadagnino responded that the one at the Danny D'Elia building is working. The other two locations are not online yet. Mr. Kunze explained we are trying to work through issues to get the system online. There are issues with the wireless connection and power. Mr. Malmud advised that the lightning detection system at the Recreation field is working. He also advised that when mens softball is playing, the lights are set to go out at 10:30 pm. Councilman Talamini commented that Recreation in Oakland is phenomenal and he thanked the Recreation Commission for all their work.

**OPENED FOR PUBLIC DISCUSSION:**

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

ROLL CALL: All yeas, Councilmembers Biale, Jensen, Kulmala, Talamini, Visconti.

No comments made.

**CLOSED FOR PUBLIC DISCUSSION:**

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

ROLL CALL: All yeas, Councilmembers Biale, Jensen, Kulmala, Talamini, Visconti.

Mr. Kunze advised the public hearing on the budget is scheduled for April 27<sup>th</sup>. There are certain decisions that need to be made. For instance, the Library was requesting an additional \$ 50,000. He asked if they want to give that extra amount to the Library. Councilman Talamini did not feel that the \$ 50,000 request was unreasonable. Councilman Biale thinks they deserve the funding. Councilman Visconti would agree to the additional funding but would like to try opening on Sundays as part of the additional funding. Councilman Jensen feels it should be reduced to \$ 35,000.

**MOTION TO AUTHORIZE:**

On motion of Councilman Biale, seconded by Councilman Talamini, the Council authorizes the additional funding of \$ 50,000 for the Library.

ROLL CALL: Yeas, Councilmembers Biale, Kulmala, Talamini, Visconti.  
Nay, Councilman Jensen.

Councilman Talamini asked if we budgeted for an extra officer for the Police Department. Mr. Kunze responded that we budgeted for 25 full-time officers. That was supposed to be for hire from January. He advised that since we have not hired yet, we could hire two additional officers to start in July.

Councilman Visconti asked if there is anything to be done to soften the blow for next year on carting costs for recycling. CFO Donna Mollineaux advised that they were going to utilize the recycling trust more and that would mitigate the difference. Mr. Kunze explained that there is extra money in the budget for disposal during an emergency like a hurricane. He explained that the Borough is paying less for garbage collection now than we were 8 years ago. He explained that it is hard to anticipate what kind of increase we will get with garbage collection costs next year. It is too early to recommend increasing the budget now.

Councilman Biale spoke about the carbon footprint and the amount of power we are using. He would like to move forward with the LED lighting program with Rockland Electric and would like to see if it is worth investing in additional LED lighting. Mr. Kunze responded that Rockland Electric submitted a proposal for any lighting over the 15 free lights they would provide. He explained that an analysis needs to be done to determine a return for the investment.

MEETING ADJOURNED:

On motion of Councilman Biale, seconded by Councilman Visconti, the meeting be adjourned at 8:05 pm.

ROLL CALL: All yeas, Councilmembers Biale, Jensen, Kulmala, Talamini, Visconti.

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Lisa M. Duncan, Borough Clerk  
May 11, 2016

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Mayor Linda H. Schwager

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Date Approved