

**BOROUGH OF WATCHUNG
MAYOR & COUNCIL SPECIAL MEETING MINUTES**

NOVEMBER 19, 2020 - 6:00 P.M.

(THIS MEETING WAS A VIRTUAL MEETING)

MAYOR'S OPENING STATEMENT: Council President Robinson called the meeting to order at 6:04 and stated the following: Under the provisions of N.J.S.A.10:4-6 et seq., notice of the time and place of this meeting was given by way of special notice to the Courier News, Echoes Sentinel, and Star Ledger, and posted at Borough Hall and the Borough's website.

SALUTE TO THE FLAG and a MOMENT OF SILENCE FOR OUR SERVICE MEN AND WOMEN SERVING HOME AND ABROAD.

ROLL CALL

Robinson [P] Black [A] Goodloe [P] Eisenberg Knegten [P] Jubin [P] Martino [P]

Council President Robinson opened up stating that this meeting is to discuss the long range planning and budget items for the Public Works Department. She also stated Public Works supervisor, Mr. Charlie Gunther was present on the call to help explain any questions the Council may have.

DISCUSSION

❖ Long range planning and budget items

Mr. Gunther reviewed and explained the operating budget; he stated that by reviewing the budgets for the last five years he found ways to cut costs in certain areas. He said regardless of the effects from the COVID-19 virus, the DPW was still doing their regular repairs and routine maintenance. Councilman Martino inquired about the amount of salt on hand. Council President Robinson inquired on how many storms the 760 tons of salt would last through. Mr. Gunther explained that every snow storm is different and went through different variables impacting the usage and storage of salt during snow storms. He also discussed equipment that would soon need to be replaced. Mr. Gunther said the Department is in need of a new radio system and discussed the importance of this purchase. Councilman Jubin stated he supports this purchase and feels it is necessary for safety reasons.

Mayor Balla entered the meeting at 6:20 P.M.

The Governing Body made several inquiries on the Department of Public Works vehicle repairs, salary breakdowns throughout the department, specific budget line items, professional and contracted service and other contractual services.

Mr. Gunther explained contracted services in greater detail to the Governing Body. Councilman Martino questioned why the salary line items were separated and asked if in the future these budget line items could be grouped together. CFO Bill Hance broke down how the Public Works employee salaries come out from different line items in the budget. Councilman Martino asked if the Department would consider getting a time clock for the employees. Administrator Jim Damato was in agreement with looking into this idea and discussed implementing it in the future.

Mr. Gunther broke down the Buildings and Grounds line items for the Governing Body. The Governing Body continued to discuss additional budgetary line items. Mr. Gunther explained the definition of a collections license to the Governing Body and feels this license is important for one of our Public Works employees to have. Council President Robinson asked for clarification on why the gas and electric usage was 50 percent higher this year verses last year.

Mr. Gunther also discussed in detail his guidelines in terms of capital purchases for Buildings and Grounds and Roads. Councilman Martino asked the status of the snow removal contract. Mr. Gunther explained that there were no interested bidders.

Mr. Gunther lastly discussed some future projects and purchases such as new Public Works equipment, replacement of the AC unit, painting in Borough Hall, Police Department compressors, storage garage on Stirling Road and the Fire Department fuel dispenser replacement.

Administrator Damato and Mr. Gunther discussed with the Governing Body the importance of investing in new snow equipment for this winter.

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PUBLIC PORTION

None

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ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned to the Call of the Chair at 7:30 P.M. The next regularly scheduled meeting of the Mayor and Council will be held at 7:30 PM on Thursday, November 19, 2020.

Respectfully submitted,

Regina Angelo
Deputy Borough Clerk