

The Minutes of the **Capital Budget Workshop Meeting** of the Township Committee of the Township of Cranford, County of Union, State of New Jersey on **February 23, 2023** at 7:03 p.m. in Room 108.

THIS MEETING IS IN COMPLIANCE WITH THE "OPEN PUBLIC MEETINGS ACT" AS ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED BY E-MAILING THE ANNUAL SCHEDULE OF MEETINGS TO THE WESTFIELD LEADER, THE UNION COUNTY LOCAL SOURCE, THE STAR LEDGER, AND TAP INTO CRANFORD, BY POSTING SUCH ANNUAL MEETING SCHEDULE ON A BULLETIN BOARD IN THE MUNICIPAL BUILDING RESERVED FOR SUCH ANNOUNCEMENTS AND THE FILING OF SAID NOTICE WITH THE TOWNSHIP CLERK OF CRANFORD. FORMAL ACTION MAY BE TAKEN AT THIS MEETING.

Present: Mayor Brian Andrews
Deputy Mayor Jason Gareis
Commissioner Terrence Curran
Commissioner Kathleen Miller Prunty
Commissioner Gina Black

Absent: None

Interim Administrator Ryan Greco, Chief Financial Officer (CFO) Lavona Patterson, Township Consulting Attorney Sherri Orenberg-Ruggieri, Township Clerk Patricia Donahue, Department of Public Works Superintendent Erik Hastrup and Fire Chief Dan Czeh were present.

Public Comments

Mayor Andrews opened the public comments portion of the meeting and asked if there were any questions or comments. Hearing no comments, Mayor Andrews closed the public comments portion of the meeting.

2023 Capital Budget

Chief Financial Officer (CFO) Patterson provided a brief overview of the 2023 Capital Budget requests and process.

Fire Department

Fire Chief Dan Czeh spoke about the Fire Department's funding request, specifically:

- Rescue Truck (30 month build-to-delivery)

Chief Czeh stated that while two (2) Fire Department apparatus needed replacement, he was only requesting the replacement of the Rescue Truck this year. Chief Czeh stated that the Rescue truck was built in 1981 and was 42 years old. Chief Czeh noted that the Rescue Truck 1) responds to lower frequency but higher impact emergencies and 2) serves as the mobile command post and an area of refuge for water rescue team members and/or those affected by a flood.

Chief Czeh spoke about the cost and build time of the Rescue Truck, noting that during last year's Capital Budget period, the Rescue Truck cost and build time was significantly less with a shorter build time. Chief Czeh spoke about expected price increases of the Rescue Truck scheduled for April 2023 and then July 2023. Discussion ensued about the cooperative purchasing program which sold the Rescue Truck, whether there were leasing options and grant efforts. In light of the expected April 2023 Rescue Truck price increase, Chief Czeh spoke about the need for a letter of intent to provide to the Rescue Truck dealership. Further discussion ensued regarding the vendor, the difference between light rescue and heavy rescue, whether a Rescue Truck could be rented and whether the current Fire Truck could be traded. A discussion was also held regarding a commercial chassis versus a custom chassis. Chief Czeh described why a commercial chassis was not a viable option (i.e., the Truck would not fit in Fire Headquarters and a commercial chassis had lower crash rating standards).

Chief Czeh stated that the replacement of Engine 1 would be a request in the following year's Capital Budget, i.e., the 2024 Capital Budget. He stated this apparatus was built in 2001. Chief Czeh stated that both apparatuses need to be replaced as soon as possible. He stated that prices and build times had risen drastically since last year due to supply chain issues industry-wide. Chief Czeh stated that once both of these apparatuses were replaced, the Fire Department would have a period of several years before any other fire apparatus would need to be replaced. Discussion ensued. Chief Czeh noted that in addition to the request for a replacement of Engine 1 next year, the underground fuel tank matter would be included in the Fire Department's 2024 Capital Budget requests. Chief Czeh estimated that the expected cost to remove the underground tanks behind Fire Department Headquarters was \$60,000 plus any environmental costs.

Department of Public Works

Department of Public Works (DPW) Superintendent Erik Hastrup spoke about the Department of Public Work's funding requests, specifically:

- Street Sweeper
- Godwin Trailer Pumps (2)
- Portable Dirt Screener
- Retrofitting of Bucket Truck

Street Sweeper

Discussion ensued regarding the age of the current street sweepers in use, whether the proposed sweeper purchase included a vacuum, the age of the current street sweepers, whether there was trade-in value, use and process of the street sweepers and financing options for the street sweeper acquisition.

Godwin Trailer Pumps (2)

Mr. Hastrup spoke about replacing two (2) pumps, the age of the current pumps on Balmiere Parkway and FEMA funding.

Portable Dirt Screener

Mr. Hastrup spoke about the loaned Portable Dirt Screener currently in use and the need for a Portable Dirt Screener in the Township, i.e., its use for planting trees, landscaping and sidewalk work.

Retrofitting of Bucket Truck

Mr. Hastrup stated that the current truck was twenty-three (23) years old and had leaks in its bucket. He further elaborated about the demand for DPW vehicles and some of the vehicle possibilities, i.e., purchase of an aerial body.

Police Department

Police Chief Ryan Greco spoke about the Police Department's funding requests, specifically:

1. Two (2) SpeedAlert 24 Radar Message Sign(s)
2. Automated License Plate Reader Initiative
3. Drager Alcotest

Discussion ensued regarding 1) the Signs request and traffic-related complaints, 2) the Automated License Plate Reader Initiative request, the Township's success with the Beta test, burglaries in the Township, its expected assistance in reducing investigation time, concerns regarding privacy and sharing of data and 3) the Drager Alcotest, its use and the annual number of DUI (Driving Under the Influence) arrests.

Police Chief Greco stated that Capital Budget requests in the future would include funding for drones and pay stations.

Administration

Interim Administrator Ryan Greco spoke about the Administration Department's funding request, specifically:

- IT Server Hardware and Virtualization Software

A brief discussion ensued which included discussion about the Server update.

TV 35

Interim Administrator Ryan Greco spoke about TV35's funding request, specifically:

- Replacement of SD Leightonix Switching and Graphics System

Discussion ensued on the equipment request which included discussion about moving the Studio's capabilities from SD (standard definition) to HD (high definition).

Engineering

Chief Greco stated that Township Consulting Engineers (Engineering Department) Capital Budget requests totalled \$9,194, 692. Commissioner Miller Prunty spoke about the Engineering Department's scope of work, specifically, mill and pave, drainage and road work projects, I & I (Infiltration/Inflow) projects and Victorian lights and development projects. Commissioner Miller Prunty spoke about recent discussions pertaining to the Engineering Department's work load, which included discussions about the financial aspect of the proposed requests and striving for a more reasonable workload for the Department.

Discussion then ensued regarding the rating system for Township roads, the proposed "Mill and Pave" work, cutting back the proposed road work list, completed road work during 2022, funding opportunities and the Township's current debt.

Ms. Patterson requested that the Engineering Capital Budget requests be reviewed and that feedback be provided regarding what projects could come off the request list. Commissioner Miller Prunty and Deputy Mayor Gareis responded.

2023 Capital Budget (continued)

Ms. Patterson provided an overview of the Township Consulting Engineering Department requests. She spoke about the Township's 1) debt and 2) strategy for bonding. Discussion ensued regarding paying off the Township's principal, evaluating the Township Consulting Engineering Capital Budget requests and the non-Engineering Capital Budget requests, discussing the Capital Budget requests again at the Township Committee's March 6th Workshop Meeting, discussing the Library's Capital Budget requests at the Township Committee's March 6th Workshop Meeting, encumbering funding for the Fire Department Rescue Truck and the expected Fire Department request in 2024 for a Fire Pumper. Ms. Patterson then spoke about the ordinance analysis conducted regarding improvements since 2015.

Public Comments

Mayor Andrews opened the public comments portion of the meeting and asked if there were any questions or comments.

Mr. Will Thilly of 22 Bloomingdale Avenue – inquired about the Township's debt and bonds. Ms. Patterson responded. Mr. Thilly inquired about specific road and sewer line work in Cranford. Commissioner Miller Prunty responded. Mr. Thilly inquired about the Birchwood PILOT. Ms. Patterson responded. Mr. Thilly commented about building a "nest egg" for dredging. Commissioner Miller Prunty responded.

Hearing no comments, Mayor Andrews closed the public comments portion of the meeting.

On motion of Commissioner Miller Prunty, seconded by Commissioner Curran and passed, the Township Committee adjourned at 8:45 p.m.

Respectfully submitted,

Dated: February 23, 2023

Patricia Donahue
Township Clerk