

APPROVED: April 25, 2022

WEST WINDSOR TOWNSHIP COUNCIL
BUDGET SESSION #2
March 16, 2022

CALL TO ORDER: President Gawas called the meeting to order at 10:00 a.m.

ROLL CALL: Gawas, Geevers, Mandel, Whitfield

STATEMENT OF ADEQUATE NOTICE

This is to advise that the notice requirement provided for in the "Open Public Meetings Act" has been satisfied. Notice of this meeting was properly given and transmitted to The Times and Princeton Packet; filed with the Clerk of the Municipality; and posted in the West Windsor Township Municipal Building at North Post and Clarksville Roads on, February 18, 2022.

ATTENDEES: President: Gawas; Council: Geevers, Mandel, Whitfield; Business Administrator: Schmid; Chief Financial Officer: Mauder; Township Clerk: Huber

ABSENT: Stevens

SALUTE TO THE FLAG

Ms. Huber led the salute to the flag.

DEPARTMENT OF COMMUNITY DEVELOPMENT

Land Use Division

Mr. Surtees, Land Use Manager noted his operating budget has remained flat. He handed out a sheet showing his revenues for 2021.

Members of Council inquired if there is enough funding in Mr. Surtees budget to review and prepare updates to various ordinances in 2022.

Mr. Surtees advised there are funds available in his budget to do some ordinance review and updates.

Ms. Schmid suggested Council members prepare a list and provide it to the Clerk as to what ordinances they would like to see reviewed in 2022.

2022 Department of Community Development Capital Requests

Community Identification Signs - \$10,000

A brief discussion occurred as to whether there is enough funding for these signs. Council also requested that prior to ordering the signs that the design be provided to Council for review.

Open Space Trust Fund - \$35,000

Mr. Surtees advised these funds are used for attorney fees, surveys, and appraisals for purchase of open space.

Ms. Geever inquired if Mr. Surtees was aware of how many children are actually coming from the new developments into the schools.

Discussion ensued and the Council Liaison will request this information from the School Board as needed.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Senior and Social Services Division

Ms. Adalin Ball introduced herself as the new Manager of Senior and Social Services. She provided a short review of the programs and changes that have occurred since the fall of 2021 when she started. She noted her budget remains flat from the previous year.

Council asked various questions which Ms. Ball responded to.

Ms. Mandel thanked Ms. Ball for sending out reminders for various events.

2022 Senior and Social Services Division Capital Request

Mr. Mauder advised there is only one capital item for the Senior Center which is the General Building Improvements for the annual \$25,000.

Division of Health

Ms. Swanson introduced herself and introduced Nikita Patel from her office. She noted her operating budget is flat. Ms. Swanson reviewed the many services the Division of Health provides. She thanked the Council, Administration and the Community for their support during the past two years.

Members of Council thanked Ms. Swanson and her staff for all their efforts throughout the past two years.

Ms. Swanson reported that they held 190 clinics, provided 1,000 COVID 19 shots, assisted the County Board of Health with clinics and applied for and received various grants to help defray COVID 19 costs. She noted her division is beginning to recover from the pandemic and get back to all their other responsibilities.

2022 Division of Health and Human Services Capital Requests

Mr. Mauder advised under Administration there is a generator for this building,

Ms. Swanson advised the new plastic bag enforcement is being reviewed by staff and she is waiting direction from the County Board of Health as to who will enforce.

Ms. Swanson advised there is only one Public Health Nurse for the three communities West Windsor provides services for. She noted the nurse is an employee of Hightstown Borough and through a shared services agreement works in our Health Division. Ms. Swanson advised various shared services agreements will be coming to Council in the next month for their approval. She noted due to the pandemic it is hard to increase these agreements at this time. Ms. Swanson advised the Health Division is continuing to pursue grants to assist in costs within their division.

Council members asked various questions of Ms. Swanson which she addressed.

DEPARTMENT OF PUBLIC SAFETY

Police Division

Chief Garofalo advised his Division has met all the goals and objectives that were in his five (5) year plan. He noted he is proud of his staff and how they conducted themselves throughout the pandemic. Chief Garofalo reported he is currently working on the next five (5) year plan which should be available later this year. He noted it will be focused on resiliency. Chief Garofalo reported mandatory training required by the Attorney General continues to increase without funding and he thanks both Ms. Schmid and Mr. Mauder for working with him to solve this problem. He advised his budget has increased by 10% due to rising costs for computers, vehicle repairs and the purchase of police vehicles which must come out of the operating budget.

Council asked about whether or not there is enough funding for gasoline with the price increases.

Mr. Mauder advised we should have enough in that fund and thanked Council and the Mayor for leaving this line item the same each year.

Members of Council inquired if electric vehicles are available for police and if there is a need for additional K-9's.

Chief Garofalo noted at this time there are no such vehicles for this since they run 24/7. He advised he will need additional manpower with the growth that is coming.

2022 Police Division Capital Requests

Lieutenant Mohr advised of the following capital needs:

Technology - \$93,000

Lt. Mohr reviewed the various items that are needed under this item.

Software Project - \$9,500

Annual requested amount for software as needed.

Security Systems Upgrade Project - \$10,000

Annual requested amount to continue with upgrades to the security system as needed

Multifunction Copy/Fax/Scan Unit - \$30,000

Replacement is needed for a non-functioning unit

DWI and DB Interview Rooms Axon System - \$10,000

Camera system upgrades

Phone System Total Replacement Program - \$25,000

Addition funding to complete the upgrade of the phone system to include the Court offices

911 System Upgrade - \$300,000

Additional funds are needed to complete this critical program per new State mandates

SUV Replacement - \$98,000

Annual replacement program to include two (2) new SUV's

K9 & K9 SUV Replacement - \$57,000

Replacement program for K9 vehicles and equipment as needed

Replacement of Firearms and Related Equipment - \$42,000

Replacement of end of life equipment

Replacement of Portable Radios - \$10,000

Annual replacement program

Replacement of Emergency Equipment for Patrol Vehicles - \$45,000

Annual program

MDT Replacement - \$20,000

Annual program

UAS Program - \$10,000

Annual replacement program

Discussion regarding the Drone program took place between Council, Lt. Mohr and Chief Garofalo.

General Improvements - \$125,000

Cabling throughout the facility needs to be upgraded (30 years old)

Detective Bureau, Resiliency and Training Room Improvements - \$150,000

These improvements are needed due to mandatory training requirements from the Attorney General's Office.

Lt. Mohr advised the Township went out to bid last year for these improvements and there was not sufficient funds to move forward with the project.

Council inquired how the increased growth will affect the police and emergency services budgets.

Mr. Mauder advised that Administration is hoping the increase in retables will cover these increased needs in the future.

Fire and Emergency Services Division

Chief Lynch introduced himself and provided a brief overview of his division's responsibilities. He noted he has three budgets under him.

Chief Lynch advised both volunteer companies receive the maximum amount allowed by law from the Township which is \$75,000 each. He advised the Uniform Fire Code budget had an increase of 2.88% due to state mandates. Chief Lynch advised the Fire and Emergency Services operating budget had a slight increase of 1.11%. He advised Council the lead time for a new piece of fire apparatus is now between twenty-four (24) to twenty-six (26) months.

2022 Fire and Emergency Services Capital Projects

Fire Hose, Nozzle and Equipment Replacement including Thermal Imaging Cameras and HazMat Monitoring Devices - \$50,000

Annual replacement program.

Personal Protection Equipment (PPE) for Firefighters coats, trousers, etc. - \$30,000

Annual replacement program. This amount may need to increase in 2023 due to the new standards of a ten (10) year useful life.

Knox Key Vehicle Lock Box Program - \$65,000

Lock Box will be installed in each apparatus and will need a code to open the box. Will help in accountability.

Communications System Expansion - \$65,000

Adds additional radios to the fleet so all radios can communicate with Mercer County Dispatch

Replacement of Ambulances 45-1, 45-2, 45-3 - \$750,000

Currently down to two (2) ambulances.

Discussion between the Council and Chief Lynch on the number of calls, mutual aid assistance, 55+ communities and revenue received.

Chief Lynch noted he is currently working on a five year plan due to the increase in residential and commercial properties being built in the next five (5) to ten (10) years.

Replacement of Utility 43 - \$75,000

This vehicle is twenty-three (23) years old and is used as a tow vehicle for the rescue boat.

General Improvements - Princeton Junction Volunteer Fire Company
- \$25,000

Annual program for improvements

General Improvements - Fire & Emergency Services Facility -
\$25,000

Annual program for improvements

PUBLIC COMMENT

No comments.

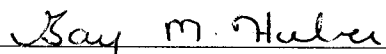
ADJOURNMENT

Motion to adjourn: Mandel


Second: Geevers

VV: All approved *Mr. Stevens arrived just as the meeting was adjourning.

The meeting was adjourned at 12:53 p.m.



Gay M. Huber
Township Clerk
West Windsor Township



Sonia Gawas
Council President
West Windsor Township