

**MINUTES
TOWNSHIP COMMITTEE
WORKSHOP MEETING
MARCH 12, 2024**

Mayor Ewald called the Workshop Meeting of the Township Committee of the Township of Chatham to order at 6:30 P.M.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both *The Chatham Courier* and the *Morris County Daily Record* on January 3, 2024; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 3, 2024; and notice was filed with the Township Clerk on January 3, 2024.

Roll Call

Answering present to the roll call were Committeeman McHugh, Committeewoman Rowland, Deputy Mayor Choi and Mayor Ewald.

Committeeman Lois was absent.

Executive Session

**RESOLUTION 2024-P-04
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY,
AUTHORIZING CONFERENCE OF THE TOWNSHIP COMMITTEE WITH THE
PUBLIC EXCLUDED**

WHEREAS, N.J.S.A. 10:4-12 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of the Township of Chatham is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
 - a. Contract Negotiations
 - b. Litigation
 - c. Personnel
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Committeewoman Rowland moved to adopt Resolution 2024-P-04 to enter Executive Session at 6:31 PM. Committeeman McHugh seconded the motion.

Roll call: Committeeman Lois, Absent; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

The Township Committee returned to Public Session at 7:35 PM.

Mayor Ewald led the Flag Salute.

Hearing of Citizens

The Clerk indicated that no written comments were received.

Mayor Ewald opened the Hearing of Citizens.
Seeing no public comment, Mayor Ewald closed the Hearing of Citizens.

Reports

Finance

Mr. Shehady presented the 2024 Municipal Budget. He acknowledged the efforts of the Finance Committee in the preparation of the budget, and described the budget preparation and approval process. Mr. Shehady commented on how the budget looks to the future, and noted how technology is being implemented to improve municipal practices. The fund balance will be more than double the 2018 levels. Negotiations with local banks will result in interest income of 4% or better. Mr. Shehady noted that municipal court costs, pension costs and liability medical insurance costs are going up, and revenue in the construction department has done down. 2024 capital costs are focused on public safety and road improvements. Mr. Shehady noted the breakdown of where tax dollars go, and said that only 16.64% of each dollar collected is kept for municipal purposes. A breakdown of appropriations categories and revenues sources was provided. Mr. Shehady addressed the tax rate, which will be virtually flat at 0.32. The various types of municipal services provided were listed. Mr. Shehady noted the categories that account for the most significant portions of the budget. He also discussed the fund balance. Mr. Shehady addressed the sewer utility budget for water pollution control. Mayor Ewald thanked the Finance Committee for their work on the budget. Mr. Shehady said that the Budget Introduction Resolution will be on the agenda for the next meeting. Adoption will be scheduled for the April 23rd meeting.

Mr. Shehady reported that the Cap Bank Ordinance is on the agenda for introduction at the next meeting. He said that this year's budget will help the Township rebuild the cap bank, as it was not replenished in 2022. There will also be a resolution for temporary budget appropriations, as the full Budget will not be adopted until the end of April. The adopted budget will override the temporary appropriations. Mr. Shehady also addressed the resolution for certification of LOSAP eligibility.

Mayor Ewald asked about the Energy Tax Receipts. CFO Debbie King said that there were small increases the past two years.

Administration

Mr. Shehady addressed the need to go out to bid for transportation services for the affordable housing at 522 Southern Boulevard. He also reported that the Anti-Idling resolution and NRI Update are part of the Sustainable Jersey recertification effort. Mr. Shehady said that the NRI is also part of the Master Plan and is available on the website. Committeeman McHugh asked about the need for Master Plan updates.

Construction

Mr. Shehady reported that a new Building Inspector will be starting soon.

Engineering

There will be a resolution to authorize bidding for a transfer switch at WPC. There will be a change order for the Pine Street Paving Project.

Police

Mr. Shehady said that there will be a resolution for authorization for two new police vehicles. There will also be an ordinance for introduction to repeal an outdated section of code pertaining to a former contract with Harding for dispatch services. An additional ordinance will be on for introduction pertaining to mid-block crosswalks. Mr. Shehady noted that over the years, several crosswalks were added without the benefit of engineering or safety studies. There are crosswalks in existence that are not codified, as well as crosswalks referenced in the Code Book that do not exist.

Public Works

Mr. Shehady reported that there are two upcoming retirements in the Public Works Department. He further reported that resolutions are needed to authorize some chemicals for WPC because the cost exceeds the amount that the Administrator and CFO are permitted to authorize.

Mr. Shehady recognized the efforts of DPW Director Rich Young to acquire a grant for Lantern Fly Treatment Reimbursement.

Tax Assessor

Mayor Ewald asked if there is money in the 2024 Budget for the County-mandated Revaluation. Mr. Shehady reported that the Assessor's presentation is being posted online. He also reported that the 2024 appropriation will be for tax map updates. The County no longer provides that service. Mr. Shehady commented on potential costs for tax maps updates.

Hearing of Citizens

Mayor Ewald opened the Hearing of Citizens.
Seeing no public comment, Mayor Ewald closed the Hearing of Citizens.

Committeewoman Roland moved to adjourn at 8:20 PM. Committeeman McHugh seconded the motion, which carried unanimously.

Gregory J. LaConte
Municipal Clerk