

**BYRAM TOWNSHIP COUNCIL MEETING - APRIL 5, 2016**

**CALL MEETING TO ORDER**

Mayor Oscovitch called the meeting to order at 7:00 p.m.

**OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting has been made in accordance with the Open Public Meetings Act, NJSA 10:4-6.

**ROLL CALL**

Councilwoman Raffay, here; Deputy Mayor Gray, here; Councilman Olson, here; Councilwoman Kash, here; Mayor Oscovitch, here. Township Manager Joe Sabatini, Attorney Tom Collins and Municipal Clerk Doris Flynn were also present.

Motion by Councilman Olson, second by Councilwoman Kash to go into closed session. All members were in favor. Motion Carried.

**RESOLUTION**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Byram, that the public shall be excluded from discussion of the following matters:

- a. Attorney Client Privilege Communication – General
  - Lakeland Emergency Squad
  - Sewer
  - L.L.I.C.
- b. Personnel – Staffing
  - Personnel Policies
- c. Contract Negotiations – Health Care Benefits

BE IT FURTHER RESOLVED that Minutes will be kept on file in the Municipal Clerk's office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public.

BYRAM TOWNSHIP COUNCIL

Certification: I certify that the Byram Township Council adopted the above resolution on April 5, 2016.

Doris Flynn, Municipal Clerk

**RETURN TO OPEN SESSION** - Motion by Councilman Olson, second by Councilwoman Kash, to return to open session. All members were in favor. Motion Carried.

**CALL COUNCIL MEETING BACK TO ORDER**

**FLAG SALUTE AND MOMENT OF SILENCE**

**APPROVAL OF AGENDA** – Motion by Councilwoman Kash, second by Councilman Olson, to approve the agenda. All members were in favor. Motion carried.

**PRESENTATION OF THE 2016 BUDGET**

The Township Manager prepared the following 2016 Budget Message:

**INTRODUCTION**

*Every year the Township Council is called upon to establish municipal policy through the adoption of the Municipal Budget. While the Manager and staff prepare recommendations in the form of a draft document, the Council must ensure that the adopted budget adequately satisfies the needs of the community and serves the best interests of the Township.*

*The 2016 municipal budget including the Capital Improvement Program and Public and Private Programs Offset by Revenues totals \$11,075,837.*

*The budget is divided into several categories as follows: Anticipated Revenues, Appropriations and the Capital Improvement Program. Also, the approval and adoption of the Municipal Budget includes the budget for the Open Space Tax and the Sewer Utility.*

## REVENUES

*Municipal Operations and the Capital Improvement Program are supported by a variety of revenues. These sources include current property taxes, State Aid, fund balance and miscellaneous revenues generated by municipal operations.*

*The following compares the proportion of budgeted revenues from 2007 to 2016 excluding public and private revenues.*

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
<b>Current Property Taxes</b>	67%	69%	71.1%	74.39%	74.47%	74.85%	75.39%	75.58%	75.11%	75.41%
<b>Miscellaneous Revenues</b>	18%	16.6%	14%	10.78%	10.43%	10.04%	9.77%	9.65%	9.31%	9.03%
<b>Fund Balance</b>	11%	10.8%	11.5%	11.41%	11.77%	11.86%	11.66%	11.60%	12.45%	12.39%
<b>Delinquent Taxes</b>	4%	3.6%	3.4%	3.42%	3.33%	3.25%	3.19%	3.17%	3.13%	3.17%

### Fund Balance:

*Fund Balance is generated by several sources including cancellation of budget reserves from 2014, revenues in excess of anticipated amounts, receipts from delinquent taxes from 2015 and added and omitted taxes collected for when construction improvements are deemed complete by Tax Assessor.*

*The fund balance as of December 31, 2015 totaled \$2,175,997.90. The amount of Fund Balance committed to the 2016 budget is \$1,370,102 which is an increase of \$30,000.*

### Miscellaneous Revenues:

*Miscellaneous Revenues are the revenues that are generated by fees & permits, uniform construction fees, municipal court, interest on investments, interest and costs on taxes, grants, and State Aid. The forecasting of these revenues is based upon the performance of each category in the previous year. State statute prevents the Township from anticipating more than what was realized in the prior year.*

*The Township received notification that the State Fiscal Year 2017 budget proposes level aggregate funding for Consolidated Municipal Property Tax Relief Aid (CMPTRA) and Energy Tax Receipts (ETR). The proposed State aid CMPTRA and ETR for 2016 totals \$575,475 or 5.21% of the total revenues. Also, we received notification that the Township should anticipate Garden State Trust PILOT (Payment in Lieu of Taxes) funding at the same level as 2015 totaling \$41,920.*

*Other Miscellaneous revenues anticipated comprise 3.44% of the revenues or \$380,500. These anticipated revenues include Court Fees, Uniform Construction Fees, Interest on Investments, Interest and Costs on Taxes, and Fees and Permits. Also, this includes \$25,000 from the reserve for Debt Service. Court Revenues are anticipated at \$70,000 which is a \$19,000 reduction from 2015.*

### Receipt From Delinquent Taxes

*Receipts from delinquent taxes are funds collected from property owners delinquent in making prior year tax payments. This budget plan anticipates \$350,000, an increase of \$10,650, or 3.17% of total revenues.*

### Property Taxes:

*This budget plan has property taxes representing 75.41% or \$8,337,180 in revenues. In 2015, budgeted property taxes totaled \$8,154,343 of the revenues. This budget plan is a 2.2 % or \$182,837 increase of the tax levy.*

## APPROPRIATIONS

*Appropriations are the platform that allows local government to deliver services to its residents. The expenditure side of the budget is assigned by department and divided within each department into "Salary and Wages" and "Other Expenses." Also, there are categories of expenses that are not assigned to the departments. All appropriations are presented in a line-item budget format. Overall, this budget plan is presenting an increase in appropriations totaling \$198,487 after excluding Public and Private Programs (Grants) Offset by Revenues.*

*General Government, Public Safety, Public Works and Community Programs include all the Salary & Wages and Operating Expenses for each of the Township's departments. Overall these categories of expenses resulted in a \$34,550 increase.*

*Summary of changes include:*

- *Applied Changes to Departmental Salary and Wages:*
  - *PBA, Clerical and DPW contractually receive a salary and wage increase of 2.0%. The same increase was applied to non-union employees.*
  - *Accounted for changes in longevity (PBA) and contractual steps (PBA & DPW).*

- Updated Police salary and wages to reflect appointment of new Chief of Police, addition of a new hire and sergeant and lieutenant promotions. Salary breakage was moved to new account for purchase of new vehicles.
- Tax Collection Operating Expenses includes Shared Services Agreement with Newton for Tax Collector.
- The planning budget for Affordable Housing was increased \$30,000 for update and litigation related to the Township's Housing Element and Fair Share Housing Plan.

Other expenses of the Township that are not tracked by department include utilities, insurances, statutory expenses, pension expenses, garbage, debt service, deferred charges, capital improvements and the reserve for uncollected taxes. Overall, these increased \$163,937. The following are comments on the other expenses of the Township.

**Specific Appropriations Increasing:**

- General Liability Insurance increased \$8,958 (4.9%).
- Workers Compensation Insurance increased \$3,366 (3.5%).
- Pension Payments increased \$52,113 (10.1%).
  - PERS – Increased \$9,126 (5.85%)
  - PFRS – Increased \$39,987 (11.25%)
  - DCRP – Increased \$3,000 (42.86%)
- Garbage Contract increased \$12,000 (1.85%).

**Group Insurance – No Change:**

- Public Law 2011, Chapter 78 was effective June 28, 2011 that increased the share of health benefits coverage paid by public employees and retirees who receive employer paid health benefits.
- Highlights of the law that impact employees of Byram Township are as follows:
  - Byram Township is a non-SHBP Employer and under the law it requires that the cost of coverage shall include all health care benefits, medical, prescription drugs, dental, and vision.
  - Percentage of contribution (derived from salary and type of coverage tables) is multiplied by the total premium due for each employee and deducted from base salary. Contribution is phased in over four years at 25% each year.
  - All active employees receiving health benefits will contribute to the cost of health benefits.
  - Existing employees (Total of 5) not covered by Collective Negotiations Agreement (CNA) were required to start phased-in contribution January 1, 2012 and reached Tier 4 (100%), July 1, 2014.
  - Remaining employees (DPW, Clerical and PBA) started the four year phase-in effective January 1, 2013 and reached Tier 4 January 1, 2016.
- The Group Insurance budget includes medical insurance, prescription drugs, dental, Medicare reimbursements, payment for waiver of medical benefits, life insurance, and long term disability which is assessed based on each employee's salary.
- The blended rate increase for health insurance, prescription drugs and dental for 2016 is 3.72%.
- In 2016 there are a total of seven employees that are waiving health benefits at a total cost of \$45,922.53. This is an increase of two employees from 2015. This is an estimated annual savings of \$150,000 after considering cost of waivers.

<b>Employee Group</b>	<b>Total Cost: (Health, Dental &amp; RX)</b>	<b>Employee Contributions</b>	<b>Total Net Cost to Township</b>
Clerical Active	\$57,852.00	\$5,359.68	\$52,492.32
Clerical Retired	\$53,280.00	\$484.92	\$52,795.08
DPW Active	\$272,700.00	\$57,694.44	\$215,005.56
DPW Retired	\$201,984.00	\$0.00	\$201,984.00
Police Active	\$388,494.00	\$120,928.26	\$267,565.74
Police Retired	\$430,476.00	\$0.00	\$430,476.00
All Other Active	\$125,868.00	\$37,050.00	\$88,818.00
All Other Retired	\$53,280.00	\$0.00	\$53,280.00
Waivers	\$45,922.53	\$0.00	\$45,922.53
<b>TOTALS:</b>	<b>\$1,629,856.53</b>	<b>\$221,517.30</b>	<b>\$1,408,339.23</b>

**Debt Service/ Capital Improvements – No Change:**

- In 2015, the Township was at the end of its ten (10) year permanent debt cycle with the final payment on the outstanding general obligation bonds made on October 1, 2015.

- To continue with a new ten (10) year cycle, the Township took advantage of interest rates and authorized a bond sale to convert all short-term debt (bond anticipation notes) to permanent debt.
- The Township purchased \$1,928,000 in general bonds with a net interest rate of 1.911494%. The final payment on new bonds will be September 1, 2025.
- For 2016, the Township has no outstanding debt obligation for Bond Anticipation Notes Payable (short-term debt). 2016 starts the next 10 year cycle of debt. The object is to balance your permanent and short-term debt to keep your principal and interest payments flat year after year.
- In 2015, the total Debt Service Obligation exceeded \$621,000, allowing the Township to move \$308,183 into the Capital Improvement fund to fully/partially fund capital projects in 2016.
- Amounts that can be moved from Debt Service to the Capital Improvement fund will drop to \$248,000 and \$128,000 respectfully for the years 2017 and 2018. Starting in 2017, the Township needs to plan to start making minimal pay downs and interest on Bond Anticipation Notes.
- The Capital Improvement Program is the vehicle that allows the Township to plan and prioritize large expenditures. The 2016 proposed Capital Improvements funded from the budget are:
  - Capital Improvement Fund: \$308,138
    - \$25,000 is raised to fund Capital Improvement Fund.
  - Drainage Improvements: \$5,000
  - Supplement for Streets and Roads: \$100,000
  - Budget Appropriation (Streets-n-Roads) \$105,500
  - Budget Appropriation (Purchase Vehicles) \$89,000
    - Administration Vehicle.
    - Supplement purchase of DPW Vehicles.
    - Police Vehicle – replacing vehicle in accident.

**TAX RATE**

The 2016 municipal budget calls for an estimated municipal rate increase of .021 for each \$100 of assessed value using the net valuation of \$925,408,700. This increase represents an estimated \$55.26 annual municipal tax increase for the average assessed home of \$253,264. A comparison of municipal real estate taxes is summarized in the following table. The Township loss \$1,250,600 in net valuation largely related to tax appeals which accounts for \$3.08 of the tax increase for the average assessed home.

	2010	2011	*2012	2013	2014	2015	2016	Estimated Increase/Decrease
Average Assessed Home	\$302,795	\$301,833	\$253,020	\$253,116	\$253,458	\$253,014	\$253,264	
Tax Rate	.669	.687	.839	.862	.864	.880	.901	
Municipal Taxes	\$2,025.70	\$2,073.59	\$2,122.84	\$2,181.86	\$2,189.88	\$2,226.45	\$2,281.71	\$55.26
Open Space Taxes	\$27.25	\$27.16	\$27.83	\$27.84	\$27.88	\$27.83	**\$27.86	\$.03
Total Municipal Taxes	\$2,052.95	\$2,100.75	\$2,150.67	\$2,209.70	\$2,217.76	\$2,254.28	\$2,309.57	\$55.29

**NOTES:**

- \*2012 was a reassessment year.
- \*\*Assuming \$110,430 to be raised in OS Tax.

**ALLOCATION OF TAX DOLLAR**

	2010	2011	2012	2013	2014	2015
<b>Municipal Tax with OS Tax</b>	26.68%	26.40%	26.75%	26.68%	26.36%	26.66%
<b>County</b>	16.56%	16.92%	16.05%	16.53%	16.63%	16.08%
<b>Schools</b>	56.76%	56.68%	57.20%	56.79%	57.01%	57.26%

The approval and adoption of the Municipal Budget includes the budget for the Open Space Tax and the Sewer Utility.

**Open Space**

The Township's Open Space Dedicated Trust Fund is funded through the dedication of an Open Space Tax that is not to exceed \$0.02 per \$100 of assessed valuation of each annual tax levy. For 2016, the Township anticipates raising \$110,430 or \$.01 for each \$100 of assessed valuation. The Open Space Tax cannot be eliminated as future receipts were committed to cover the debt service of Open Space Bonds that were issued in 2005 and are scheduled to expire in 2024. Also, the funds are used to support the maintenance and development of open space parcels that have been purchased with the open space tax.

**Sewer Utility**

The Township's Sewer Utility is supported by fees collected from users of the system. The Sewer Utility has its own separate budget. For 2015, the Operating Budget was restructured reducing the Salary and Wage and Operating Expenses portion of the budget by \$30,244. This supported a five percent reduction of user fees. The Operating Budget is remaining flat for 2016. In 2017, there may be an opportunity for an additional reduction of the user fees when the legacy debt obligations for the establishment of the utility are fully paid.

The Capital Program for the Township's Sewer Utility includes rehabilitation of the pump station located on the municipal complex as there was a catastrophic failure at the end of 2015. Also, in 2015 the Township's sanitary sewer engineer completed an inspection of the system providing a report that contains a renewal and replacement fund analysis for each of the system's critical structures and equipment. The elimination of the original debt service obligation provides the opportunity to issue new debt that will support the renewal and rehabilitation of the system with a much lower debt service obligation.

**SUMMARY**

In summary, the challenge with this budget and future budgets is to be able to maintain the same level of services for the Township residents while costs continue to increase, the growth of the Township's ratable base remains restricted, and miscellaneous revenues decrease resulting in a higher reliance on property taxes. The Township continues to hold the line on departmental operating expenses.

The 2016 municipal budget plan, as presented, limits impacts to current service levels in a difficult operating environment. These services are being preserved as best they can in accordance with the expectations of the Township's residents which add to the quality of life for all taxpayers in Byram.

**RESOLUTION NO. 71-2016** – 2016 Budget Adoption Resolution – Mayor Oscovitch read this resolution. Motion by Councilman Olson, second by Councilwoman Kash, to adopt the budget. Township Auditor Ray Saranelli and Township CFO Ashleigh Frueholz were present. Ray reviewed the budget process and stated that this year Byram's budget was reviewed and approved by the State. Ray stated that Byram is within the 2% levy cap and 3-1/2% appropriation cap. He stated that it was a good budget plan, and the fund balance is in good shape.

Motion by Councilman Gray, second by Councilwoman Raffay to open to the public. Skip Danielson, 18 Hunter Lane, commented on the fund balance and thanked the Council for doing a great job with the budget. Councilman Olson, second by Councilwoman Kash closed to the public.

Councilman Olson thanked Ray, Ashleigh, Joe and the Department Heads for working hard to get this budget in such good shape. Mayor Oscovitch echoed Councilman Olson's comments.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			x		
2 <sup>nd</sup>				x	
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**TOWNSHIP MANAGER/COUNCIL REPORTS**

Township Manager

**CRAM THE CRUISER:**

- The Manager talked about the success of the Byram Township Police Department and the Byram Police Officer's Association on the Cram the Cruiser food drive. They collected over 8,000 pounds of food, \$650 in cash and gift cards.
- Carol Novrit, the Director of the Sussex County Division of Social Services informed Chief Zabita that this is one of the largest single donations to the food pantry.

**SUSSEX COUNTY DAY:**

- On March 21 Councilman Olson and the Manager attended an information session meeting regarding Sussex County Day.
- Sunday, May 1, 2016 from 12:00 – 4:00 at Sussex County Community College. Representatives from the Council, Township, and Committees are encouraged to come out.

**RABIES CLINC:**

- Saturday, April 9 (9:00 AM to Noon) – DPW Garage. Byram Township residents will be able to licenses their dogs on the same day.

**LEAF DUMP:**

- The Byram Township Leaf Dump will re-open on April 13, 2016 and will remain open until December 3, 2016 (Weather Permitting). All leaves can be brought to the recycling center on Wednesdays from 7:30am - 2:00pm, and on Saturdays 7:30am – 4:00pm.

**BRUSH RECYCLING:**

- Brush can be brought to the Byram Township Recycling Center on the following designated dates:
  - April 13th -May 28th 2016 & September 17th-October 29th 2016 (all brush must be less than 4 inches in diameter)

**2016 NJDOT MUNICIPAL AID PROJECTS:**

- The Township did not receive funding. Application was submitted for Phase 2 of Amity Road (\$220,000). This is the 3<sup>rd</sup> year in a row that we have not received funding. This is a competitive program – only 40% of the applications in Sussex County received funding. Amity Road is in need of repairs but it was reclaimed about 12 years ago and various improvements were completed to improve the safety of the roadway at that time. Major safety improvements are not needed for this roadway other than mill and resurfacing.

Councilman Olson

- Scott and Joe met with Louise Wilson of NJ Future, to discuss Byram potentially partnering with them.
- April 11 is the next Open Space meeting at 7:30 p.m.
- Economic Steering Committee will meet on April 14 at 7:30 p.m. to finalize the Economic Development Plan
- There is a Vernal Pool Walk at Waterloo Village on April 12 and April 14
- Scott commended the Police Department on the tremendous job with “Cram the Cruiser”.

Nisha Kasha – The next informal meeting with people interested in the Youth Guidance Council will be April 11. There is a Byram Day Committee meeting on April 7.

David Gray – A big thank you to the Chief Zabita and the Byram Police Department for the successful food drive. He has heard some great feedback on this and other ways that the PD is positively affecting the community.

Councilwoman Raffay - PB meeting on April 7 at 8 p.m. Marie also commended the Police Department on their efforts with the food drive and their interaction with the community.

James Oscovitch- The Mayor read the thank you letter from Carol Norvit, and expressed his thanks to the PD. Mayor Oscovitch announced with sadness the passing of Hobb Engler. He has had an impact on everyone and we will keep his family in our thoughts and prayers.

**PUBLIC PARTICIPATION I**

Motion Councilwoman Kash, second by Councilman Gray, to open to the public.

Joann Umstead, 15 Sherwood Forest Drive, expressed her concerns regarding the Mayor not calling her about the issue she had with all the snow in the street in front of her driveway. The Mayor apologized for not calling Mrs. Umstead back directly, but assured her he immediately put her complaint in the hands of the Township Manager, who is responsible for day-to-day operations. He was kept informed of the communication between the Township and her.

Pastor Tim Nicinski from Waterloo Church thanked Doris Flynn and Cindy Church for running the program that helps people in need.

Motion by Councilman Gray, second by Councilwoman Kash to close to the public. All members in favor. Motion carried.

**APPROVAL OF MINUTES**

- March 15, 2016 – Regular Minutes - Motion by Councilman Gray, second by Councilwoman Kash, to adopt the minutes as presented.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion		x			
2nd				x	
Yes	x	x	x	x	
No					
Abstain					x
Absent					

- March 15, 2016 - Executive Meeting Minutes –Motion by Councilman Gray second by Councilwoman Kash to adopt the minutes as presented.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion		x			
2nd				x	
Yes	x	x	x	x	
No					
Abstain					x
Absent					

- March 16, 2016 - Special Meeting Minutes –Motion by Councilwoman Kash second by Councilman Olson to adopt the minutes as presented.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion				x	
2nd			x		
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**CONSENT AGENDA:** These items are considered to be routine by the Members of the Township Council and will be enacted on by one motion. There will be no separate discussion of these items unless a citizen or Council member so requests in which event the item may be removed from the general order of business and considered in its normal sequence on the agenda. Motion by Councilman Gray, second by Councilwoman Raffay to approve the consent agenda.

- Resolution 62-2016 – Resolution to Cancel of Record of Small Cities CDBG Program Mortgage on Block 241 Lot 478
- Resolution 63-2016 – 2015 Tonnage Grant Application Resolution
- Resolution 64-2016 – Authorizing Harold Pellow & Associates to Prepare for and Attend a Pre-Application meeting with the NJDEP regarding the Byram Township Municipal Complex not to exceed \$3,500.00
- Resolution 65-2016 – Resolution Authorizing Additional funds not to exceed \$2,000 to E-Consult Solutions, Inc. to Continue to Protect the municipal Group’s Interests in the Pending Declaratory Relief Lawsuits
- Resolution 66-2016 – Authorizing the Purchase of One (1) 2016 Ford Police Interceptor Sedan AWD Vehicle with Optional Equipment for the Township of Byram Police Department
- Resolution 67-2016 – Confirming the Redemption of a Municipal Held Lien – Block 185 Lot 24
- Resolution 68-2016 – Resolution Authorizing 100% Disabled Veteran Exempt Status to Owner of Block 141, Lot 83 Refund of Taxes Paid from January 1-2016 Thru March 31, 2016 (1<sup>st</sup> Quarter 2016)
- Resolution 69-2016 – Refund State Tax Appeal 2011 thru 2015 for Block 366 Lot 11.02 Crown Atlantic Co., LLC
- Resolution 70-2016 Authorization for the Purchase of One (1) 2016 Chevrolet Tahoe 4x4 Police Vehicle with Optional Equipment for the Township of Byram Police Department
- Resolution 72-2016 – Resolution to Transfer 2015 Appropriation Reserves Current Fund
- Resolution 73- 2016 – 2016 Parks and Recreation Fee Structure
- Resolution 74-2016 – Change Order for Tamarack Park in the Amount of \$11,892.54
- Resolution 75-2016 - Resolution of Approval for the Hobb Engler Little League to Install a New Platform in the Batting Cage located at COJ Park

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion		x			
2 <sup>nd</sup>	x				
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**PROCLAMATIONS**

Mayor Oscovitch read the following Proclamations:

- Child Abuse Prevention Month

Motion by Councilman Gray, second by Councilwoman Kash to approve the Child Abuse Prevention Month Proclamation.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion		x			
2 <sup>nd</sup>				x	
Yes	x	x	x	x	x
No					
Abstain					
Absent					

- Autism Awareness Month

Motion by Councilman Olson, second by Councilwoman Kash to approve the Autism Awareness Month Proclamation. Kara Valiech, a special education teacher at Byram Lakes School, spoke about Autism and thanked the Mayor and Council for supporting it by passing a proclamation and letting them come to decorate the room.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			x		
2 <sup>nd</sup>				x	
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**APPROVAL OF APRIL 5, 2016 BILL LIST**

Motion by Councilman Olson, second by Councilwoman Kash to approve the bill list as presented.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			x		
2nd				x	
Yes	x	x	x	x	x
No					
Abstain					
Absent					

**ORDINANCES** – 2<sup>nd</sup> Reading/Public Hearing

**Ordinance 10-2016**

Be it resolved that ordinance entitled “**AN ORDINANCE TO AMEND CHAPTER 112 CONSTRUCTION CODES, UNIFORM TO THE CODE OF BYRAM TOWNSHIP**” be read by title on second reading and a hearing held there thereon.

**Purpose Statement:** The purpose of this Ordinance is to amend Chapter 112 of the Uniform Construction Codes.

Motion by Councilman Olson, second by Councilman Gray to adopt the ordinance. Mayor Oscovitch opened to the public. No Comments. Motion by Councilman Gray, second by Councilman Olson, all in favor to close to the public. Motion carried.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			X		
2nd		x			
Yes	x	x	x	x	x
No					
Abstain					
Absent					

Be it Resolved that said Ordinance is passed on final reading and that a notice of final passage be published in the official designated newspapers according to law.

**Ordinance 11-2016**

Be it resolved that ordinance entitled “**AN ORDINANCE TO AMEND THE APPENDIX A; FEE SCHEDULE, TO THE CODE OF BYRAM TOWNSHIP**” be read by title on second reading and a hearing held there thereon.

**Purpose Statement:** The purpose of this Ordinance is to amend the Fee Schedule to update changes in chapter 287-6 Construction Department fees.

Motion by Councilman Olson, second by Councilwoman Kash to adopt the ordinance. Mayor Oscovitch opened to the public. No Comments. Motion by Councilman Olson, second by Councilwoman Raffay to close to the public, all in favor. Motion carried.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			x		
2nd				X	
Yes	x	x	x	x	x
No					
Abstain					
Absent					

Be it Resolved that said Ordinance is passed on final reading and that a notice of final passage be published in the official designated newspapers according to law.

**ORDINANCE – 1<sup>st</sup> Reading / Introduction**

Township Manager Joseph Sabatini and Councilman David Gray stepped down.

Be it resolved that ordinance entitled “An Ordinance of the Mayor and Council of the Township of Byram, County of Sussex, State of New Jersey Authorizing a Special Assessment to Ensure the Collection, Proper Administration and Repayment of Loan monies for the Forest Lakes Dam Rehabilitation” be read by title on first reading.

**Purpose Statement:** The purpose of this Ordinance is to authorize a special assessment to ensure the collection, proper administration and repayment of loan monies for the Forest Lakes Dam Rehabilitation.

Motion by Councilman Olson, second by Councilwoman Kash to introduce the ordinance on first reading.

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion			x		
2nd				x	
Yes	x		x	x	x
No					
Abstain		recused			
Absent					

Be it resolved that said ordinance shall be further considered for final passage at the meeting of the Township Council of the Township of Byram on Tuesday, April 19, 2016 at 7:30 p.m. at the Byram Municipal 10 Mansfield Drive, at which time and place all persons interested shall be given an opportunity to be heard concerning said ordinance.

Township Manager Joseph Sabatini and Councilman David Gray returned to the Council meeting.

**PUBLIC PARTICIPATION II** – Motion by Councilman Olson, second by Councilwoman Raffay to open to the public. All members in favor. Skip Danielson, 18 Hunters Lane, commented on Autism and what a great job the school does.

Motion by Councilman Olson, second by Councilwoman Raffay to close to the public. All members in favor. Motion carried.

Motion by Councilman Olson, second by Councilman Gray to go into closed session at 8:55 p.m. All members were in favor. Motion Carried.

**RESOLUTION**

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Byram, that the public shall be excluded from discussion of the following matters:

- a. Attorney Client Privilege Communication – General
  - Lakeland Emergency Squad
  - Sewer
  - L.L.I.C.
- b. Personnel – Staffing
  - Personnel Policies
- c. Contract Negotiations – Health Care Benefits

BE IT FURTHER RESOLVED that Minutes will be kept on file in the Municipal Clerk’s office, and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public.

**BYRAM TOWNSHIP COUNCIL**

Certification: I certify that the Byram Township Council adopted the above resolution on April 5, 2016.

Doris Flynn, Municipal Clerk

**RETURN TO OPEN SESSION** - Motion by Councilman Olson, second by Councilwoman Kash to return to open session at 10:15 p.m. All members were in favor. Motion Carried.

**ADJOURN**

On the motion of Councilman Olson, second by Councilwoman Raffay, and with all members in favor, the meeting was adjourned at 10:15 p.m. Motion carried.

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Doris Flynn, Municipal Clerk

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James Oscovitch, Mayor