

**ELK TOWNSHIP COMMITTEE
WORK SESSION MINUTES
APRIL 19, 2011**

The work session of the Elk Township Committee was held on the above date in the Municipal Building. The meeting was called to order by Mayor Barbaro at 7:35PM.

The Open Public Meeting Notice was read.
The Salute to the Flag was recited.

ROLL CALL: Present were: Mr. Pantaleo, Mr. Rainey, Mrs. Sammons, Mr. Swanson, Mayor Barbaro, Mr. Considine, CFO, Mrs. Pine, Township Clerk and Mr. Alexander, Supt. Public Works.

APPROVAL OF MINUTES:

Motion by Mr. Pantaleo, seconded by Mr. Swanson to approve the of minutes of April 7, 2011 Regular Meeting and April 12, 2011 Special Meeting and Closed Session with the corrections to be made as noted by Mr. Rainey for the April 7th meeting and the April 12th closed session as noted by Mr. Swanson, motion carried with Mayor Barbaro abstaining from the April 7th meeting.

TOPICS:

Ferrell EMS submitted a letter to committee stating they will no longer provide EMS service to Elk Township effective May 1, 2011. Gerald White, Deputy County Administrator and Andy Lovell, Chief of the County EMS service were in attendance.

Mrs. Sammons asked where are the ambulance stations are located.

Mr. Lovell explained the 2 stations that will service Elk are located in Clayton and South Harrison. However, they use a dynamic staging, where a crew is based at a station but the crew is staged in a central location so when they are dispatched they are ready to go.

Mr. Swanson asked if there is a chance for the EMT's from Elk to be hired by the county.

Mr. Lovell stated they are always looking for p/t employees.

Mr. Pantaleo asked what will happen to the ambulance.

Mr. Considine explained the ambulance, that is 10 years old, will be leased to the county.

Mr. White, stated the ambulance will remain an asset of the township, but the county will operate, insure and maintain the vehicle. It is a 10 year lease for \$1, and also a 10 year shared service agreement with a provision for opting out with 18 month notice. This truck has some serviceable time, but will more than likely be used as a back up, like when additional staffing is required.

Mr. Lovell stated during higher volume times, such as snow, there is additional staff brought in to keep the response time down.

Mr. Pantaleo asked over the last 3 years how much has the budget increased for EMS.

Mr. White was not sure of the exact figure. Elk will be the 16th municipality to join. The net cost to the taxpayer of Gloucester County has remained constant from the inception at about 1-cent on the county tax rate which is approximately \$2.4 million per year.

Mr. Pantaleo is concerned that the cost will escalate.

Mr. White explained the county is very conscience of the cost to the tax payer. The county began this service because several municipalities were struggling with EMS and the response time was not acceptable and volunteers were stretched to the limit. The county does as much as they can to keep costs under control and they are committed to dedicating life saving services and making sure it is done correctly. They guarantee a gold standard response time under 9 minutes. As of January 1 the average response time was 5 minutes 56 seconds, with a projected time to respond in Elk is between 6 and 8 minutes.

Mr. Pantaleo asked if the responders will have a time period where they have to learn the roads and areas of Elk Township.

Mr. Lovell explained every ambulance carries a book of turn by turn directions to each street in every municipality. They are also implementing mobile data terminal systems into the vehicles, which relies on CAD mapping system that the dispatcher sees. This will help minimize response time. If the township does sign on, over the next week or 2, we will see crews out mapping the township to see how the roads run, where the dead ends are, etc.

Mayor Barbaro asked where the next substations will be located as additional municipalities sign on. Mr. White stated the county is looking into different areas; down the road there may be a need for a new station.

But they are confident Elk Township can be serviced by the current stations. The new stations will be based on cost and more importantly response time.

Mr. Rainey asked if they bill for the service.

Mr. Lovell responded they only accept reimbursement from insurance carriers. They do not seek or accept co-pays as deductibles from patients.

Motion by Mr. Rainey to open to the public concerning EMS service, seconded by Mr. Swanson, all were in favor, motion carried.

Mayor Barbaro invited the public to come forward with any question or comments on the EMS service.

Mr. Pearson, asked what the average response time was for Elk Township Ambulance.

Mr. Keenan, Chief of Ferrell stated the average response time was 6 minutes.

Mr. Pearson thanked the volunteer EMS for the great job they have provided to the residents of the township. Mr. Pearson said the residents need to display their house numbers on their properties or houses according to the ordinance.

Mayor Barbaro stated Elk Township has been very lucky to have an ambulance squad that is familiar with the streets and numbering.

Mr. Pat Spring stated the police are usually at the scene before the ambulance arrives and they can direct the ambulance.

Mr. Lovell explained the police do arrive before the ambulance and they get the location information to their dispatch that will then convey to the ambulance squad. The county has a flyer that can be given to residents explaining the importance of visible numbers on homes.

Mr. Keenan, Chief of Ferrell, recommends the township proceed with a shared service with the county. He is in the Ferrell Station often and when he hears a call he will assist the county as much as possible.

Mr. Considine, suggested to have Ferrell create a list of the difficult addresses and roads to hand off to the county.

Motion by Mr. Rainey to close the public portion, seconded by Mr. Swanson, all were in favor, motion carried.

Resolution R-52-2011 – Authorizing the Mayor and Clerk to Execute a Shared Services Agreement with the County of Gloucester for the Provision of Basic Life Support and Emergency Medical Services
Motion by Mr. Rainey, seconded by Mrs. Sammons to adopt and approve said resolution, upon roll call motion carried.

Roll Call:	Mr. Pantaleo	Yes
	Mr. Rainey	Yes
	Mrs. Sammons	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

Mayor Barbaro thanked the Ferrell Ambulance Squad for their years of service and dedication to the residents of the township.

The State of New Jersey OIT is requiring a Website agreement from the township and the volunteer who is servicing the site. This is a free website offered by the state and since they are not an employee of the

township agreements will need to be signed. Committee did not have a problem with the signing of the agreement.

An amendment to the Solid Waste Ordinance was introduced and committee was concerned with the wording. Mr. Duffield sent over the correction and Committee is fine with the change of residents may lease an additional can. A public hearing will be held at the May 5, 2011 meeting.

The construction official has requested to increase the Construction Fees to equal the State fees. The clerk will prepare an ordinance for the May meeting.

Recreation has inquired about the township charging a fee for the use of pavilion in the park. Mrs. Sammons has contacted the insurance company concerning this issue and is waiting for a response.

A request from United Body Disciples of Christ Holy Churches would like to purchase piece of township owned land that is surrounded by church property. The lot is .06 of an acre. Mrs. Sammons asked if they do obtain the property, will they be required to complete a lot consolidation on all the properties. Mr. Considine stated the township will just give a "Quit Claim Deed", we do not require a lot consolidation. Committee would like to know the assessed value of the property and will discuss further at the May meeting.

Mayor Barbaro asked committee if there were any questions on the proposed 2011 Budget. We will try to introduce on May 5th. Mr. Swanson wanted to know if there were any changes made. Mr. Considine stated he spoke to the Chief of Police about possible changes to his budget. Mr. Considine would like to know where committee would like to end up. Closing the ambulance, the proposed cuts and changes to the police department budget and the proposed reduced hours will all save money. Mayor Barbaro mentioned possibly additional shared services. Mr. Considine stated the services would need to be in the budget before introduction or the percent of change will be limited.

Mr. Swanson wanted to know if the proposed hour reduction could be spread out over the rest of the township employees, instead of a few taking the brunt of the hit. Mr. Considine explained there are certain positions that are statutory and cannot be touched unless all positions are touched. Some positions are salary and he is not sure how you would cut without cutting the salary. If you say you are going to cut a salary it is still going to take the same amount of time do the job as before. Certain positions cannot be touched because they are tenured or in protected positions. Contract people can be laid off, if furloughs are done, that will have to be done across the board for every body.

Mr. Pantaleo would like to have a zero increase. He would like to know what further cuts in terms of dollars would need to be made for a zero increase in taxes.

Mr. Considine, stated going with a zero increase is a bad idea from a budgeting stand point. We did not have a tax increase last year. That is part of the reason we are so strapped in what we can raise this year. In order to get to a zero increase an additional \$115,000 to \$120,000 will need to be cut out of the budget. Committee will have to decide how to take it all from the amount to be raised by taxation and do away with the open space tax.

PUBLIC PORTION:

Motion by Mrs. Sammons to open the meeting to the public, seconded by Mr. Swanson, all were in favor, motion carried.

Pat Spring, 945 Elk Road, suggested an additional shared service with the county is the Fire Marshall.

Ed Pearson, stated the school board reorganization will be on May 5, 2011.

Fred Boeckle, 49 Fitchhorn Road, Upper Pittsgrove, has been in the fire department for 30 years and has enjoyed serving the residents. He feels it is the right thing for the township to move forward with the

county EMS service for the residents. He thanked the fire department for stepping up to help the township and hopes this will save jobs and hours and who ever else is affected. He asked if there has been any discussion with the police department on a cut in uniform allowance and paying additional toward health insurance.

Mike Keenan, 121 N. New Street, Clayton, stated it upsets him that whenever cuts are made it is always to public safety. The volunteers are here because they want to be here and love the job they do.

Mary Spring, 945 Elk Road, understands budget cuts need to be made, will committee be taking any cuts to their pay. Mayor Barbaro referred to Mr. Considine, who stated the committee salary was cut in half from \$1400 to \$700.

Cheryl Potter, 200 Harrison Avenue, is upset that committee is taking a \$700, she feels it should be put back into the budget. She sits on the school board and does not receive a salary. She does not know how committee can continue to take the \$700 and cut employee hours and a police officer.

Motion by Mr. Rainey to close the public portion, seconded by Mr. Pantaleo, all were in favor, motion carried.

PAY BILLS:

Motion by Mr. Rainey to Pay the Bills, seconded by Mr. Swanson, upon roll call motion was carried.

Roll Call:	Mr. Pantaleo	Yes
	Mr. Rainey	Yes
	Mrs. Sammons	Yes
	Mr. Swanson	Yes
	Mayor Barbaro	Yes

Mr. Swanson brought up the problem of the public works department being down to 2 men. The work needs to be prioritized. Mr. Swanson suggested the priority of streets, municipal building and then rest of the township and parks.

Motion by Mr. Swanson to adjourn, seconded by Mr. Rainey, all were in favor, the meeting was adjourned at 8:37 PM.

Respectfully Submitted,

Debora R. Pine, RMC, CMC
Township Clerk