MINUTES OF THE TOWNSHIP COUNCIL
TOWNSHIP OF BERKELEY HEIGHTS
EXECUTIVE SESSION HELD ON SEPTEMBER 10, 2013

CALL TO ORDER

Mayor Bruno called the Executive Session to order at 7:03 p.m.

ROLL CALL

Present - Mr. Delia, Mr. Hall, Mrs. Kingsley, Mr. Pastore, Mr. Pirone, Mr. Woodruff were present.
Absent – Mayor Bruno
Also Present – Township Attorney Joseph Sordillo, Administrator Linda Cavanaugh and Township Clerk Ana Minkoff.

EXECUTIVE SESSION – Attorney/Client Privilege- Department of Public Works

Mrs. Cavanaugh stated that she has reviewed all DPW invoices, spot checked DPW (12 items), cross referenced vehicles against invoices for 2011, 2012 and 2013. Things were kept very sloppy, the Chief is looking into the small bus, and that is still being investigated. In the past there was an agreement that the towers could take old vehicles for no fee. Very difficult to prove anything, the focus should be on the present, and improving protocol. She is working on cameras, vehicle policy, gates, would also like to add time clocks in certain areas.

Mr. Pastore asked about doing an inventory.

Mrs. Cavanaugh stated that it would be very time consuming, maybe we can hire a company to do it.

A discussion continued among the Council members.

Mrs. Cavanaugh stated that Bob Bocchino is having a meeting with the DPW workers and their new hours will be 7:00 – 3:30 p.m. They were working 6:50 – 3:20 p.m., with a 15 minute break. The SOP is coming their way; he will stress chain of command. She has not addressed the issue with the tires; they are in the evidence room.

Mr. Pirone stated that he appreciated the rules, that they are very critical.

Mr. Hall suggested contracting with an outside company, to set up a base line. He thinks we should budget for it.

A discussion continued.

Mr. Delia stated that the oil usage is high.

Mr. Woodruff asked about the small bus, and the notation that they title was given to an employee, who had no recollection of receiving it.

Mrs. Cavanaugh stated that the Chief thinks it may be in the scrap yard.
She stated that there is a no visiting policy.

A discussion continued.

Adjourned at 7:45 p.m.

Approved: February 9, 2016

Ana Minkoff
Township Clerk