

**WORK SESSION
MUNICIPAL BUILDING**

**February 24, 2015
DELRAN, NJ**

SUNSHINE STATEMENT: Be advised that proper notice has been given by the Township Council in accordance with the sunshine law in the following manner. Notice advertised in the Burlington County Times and Camden Courier Post on December 23, 2014 and posted on the bulletin board on the same date.

ROLL CALL: Mr. O'Connell, Ms. Pangia, Mr. Schwartz, Mrs. Kolodi and Mr. Catrambone were present.

ALSO, PRESENT: Mr. Paris, Mayor, Mr. Hatcher, Administrator and Ms. Eggers, Municipal Clerk.

2015 BUDGET DISCUSSION

Mr. Catrambone stated that before Council gets into the budget we would like to go over some ground rules. He had a request to set a time limit of the meeting to 10:00 P.M. and he would like to set that as the time for adjournment. If another meeting is needed we can set a date to continue review of the budget. He asked Mr. Hatcher to keep all answers short and he asked Council to not get into too much background. We will review the budget line by line and if anyone has something to say or a question please ask them at the time so that we do not keep going back to a previous item.

Mr. Hatcher pointed out that the expenditure amounts have been updated since the information was provided to Council and some of the 2015 budgeted number are based on where we feel 2014 will end. Mr. Hatcher stated that as we go through he will note any significant changes.

Council reviewed each line item of the presented municipal budget and the following line item adjustments were made:

- Mr. Hatcher stated that the School Traffic Guard Salary & Wages line item will have to be increased to \$92,000 because the final numbers for 2014 came in just below that number.
- Salt, Sand & Calcium – Council agreed to increase the number from \$30,000 to \$46,000, which is the same level as 2014.

Council determined that the budget for the Special Needs Programs will be handled through reimbursement to the Delran AA.

Council discussed the possibility of increasing the line item for Township events. They will discuss the budget with the RAC and determine the amount needed.

Council reviewed the 2015 Sewer Budget. Mr. Hatcher stated that the budget will be a little difficult to review because when the new CFO came in she changed the chart of accounts. It was three month in before items were charged to the correct account

because the line items were broken down into more detail. It will be difficult to compare this year to last year. Mr. Hatcher explained some of the differences.

Mr. Hatcher stated that he will provide Council with updated expenditure sheets for 2014 budget. He will also report back to Council on management vs. union employees in regards to the Education and Training line item.

Council agreed to increase the Electricity line item from \$380,000 to \$390,000.

Next Council reviewed the capital budget requests.

- Tax Assessor Monitor \$400 - Council agreed.
- Clerk Printer \$1,000 - Council agreed
- Tax Office counter reconstruction \$3,000 - Council agreed to keep the amount in for now but they will revisit this issue. Their most important concern is safety.
- Police Department
 - Replace Car Video System \$21,000 - Council agreed
 - 32 Body Cameras \$16,500 - Council agreed
- Public Works
 - Municipal Building Roof \$1,200,000 – Mr. Hatcher will get Council additional information.
 - New Dump Truck \$165,000 – Council agreed
 - 2 New Snow Plows \$17,000 – Council agreed
 - Traffic Light repairs (Hartford & Fairview Blvd. and Fairview & Shop Rite Entrance) \$55,000 – Council agreed
 - Park Equipment \$20,000 – At this point this item will remain on the list.
 - 4 Basketball Courts \$ 70,700 – At this point this item will remain on the list but Council discussed replacing one per year.
- Construction Office 2 Computers \$2,800 – This item will remain on the list
- Finance 2 Copy Machines – Council agreed
- Roads & Public Grounds
 - Alden Avenue Check Valve \$10,000 – Council agreed
 - Community Park Bathroom/Concession – Council will need to set a budget amount
 - Road Program - Council will need to set a budget amount
 - CDBG – This is a reimbursement grant so we will need to budget the cost

Mr. Hatcher stated that as a rule of thumb, for each \$1,000,000 in capital expenditures the budget increases about \$80,000. That equals about half a penny to the tax rate.

Mr. Hatcher stated that there are some elevation issues that will need to be worked out with Jake's Place and it will require additional engineering expenses. The line item for engineering may need to be increased.

Council set a follow up special budget meeting on March 3, 2015 at 7:30 P.M. to continue review.

Mr. Hatcher stated that based on the review of the operating expenses he will work with the Auditor and provide Council with the options available. With the surplus the way it is we find ourselves in a good position for this year and next year.

Mr. Catrambone stated that he wants to make sure that with the increase in debt service next year, we are in a good position to handle that increase.

PUBLIC PORTION

Mr. Schwartz made a motion open the meeting to the public. The motion was seconded by Mrs. Kolodi. All were in favor, motion approved.

There were no comments.

Mr. Schwartz made a motion to end the public portion of the meeting. The motion was seconded by Ms. Pangia. All were in favor, motion approved.

Mr. Schwartz made a motion to adjourn the meeting, seconded by Mrs. Kolodi. All were in favor, the meeting was adjourned.

Respectfully submitted,

Jamey Eggers, Township Clerk