

TOWNSHIP OF WASHINGTON, WARREN COUNTY

Budget Meeting Minutes
March 26, 2011

The budget meeting of the Township Committee was held on this date at the Washington Township Municipal Building, 211 Route 31 North, Washington, N.J. The meeting was called to order at 10:10 a.m. by Deputy Mayor Robert Klingel.

SUNSHINE LAW COMPLIANCE – The Deputy Mayor noted this meeting is being held in compliance with the Open Public Meetings Law of 1975 in as much as a notice has been published in the Star-Gazette and transmitted to the Express-Times, posted at the Municipal Building and a copy is on file in the Clerk's office. This agenda is subject to change by order of the Washington Township Committee before and/or during the scheduled meeting.

ROLL CALL:

Finke, present; Klingel, present; Kovacs, present; Marks, present; Elbassiouny absent
Anna C. Godfrey, Acting Township Clerk; Peter deBoer, Township Administrator/Certified Public Works Manager; Dave Evans and John Mooney, Municipal Auditors; Suzanne Heerwagen, Deputy Treasurer; and Jeff Cooper, Assistant Municipal Supervisor of Public Works were also present.

SALUTE TO THE FLAG

DISCUSSION RE: SHARED SERVICE AGREEMENT

Mr. deBoer stated the CFO's resignation is effective at the end of this month. The position was advertised on the website and he also contacted Washington Township in Morris County regarding the possibility of a shared service, at least for the short term. An agreement was drafted and he and K. Lifer, CFO in Washington Township, Morris County, met with S. Heerwagen and Mayor Elbassiouny. K. Lifer agreed to meet with B. Emery and is here to meet the Committee and answer any questions. Deputy Mayor Klingel thanked K. Lifer for his time and stated K. Lifer would be coming into the office and be available by phone. Per Mr. Klingel's request, K. Lifer gave a brief history of his experience. D. Evans noted K. Lifer is one of the top ten CFO's in the state. K. Lifer explained Washington Township Morris County was in a similar shared service agreement with Chester Township, but his services are no longer needed in Chester. He doesn't foresee any problems with using the Township's software.

Mayor Elbassiouny joined the meeting at this point (10:20).

A motion was made by Klingel to accept Kevin Lifer as CFO for Washington Township. Mayor Elbassiouny stated he met K. Lifer and was impressed by his willingness to help another municipality and seconded the motion. Mr. deBoer clarified this motion is to pass Resolution #11-55, Resolution Authorizing Signature of Interlocal Services Agreement for Services of a Chief Financial Officer Between the Township of Washington, Morris County and the Township of Washington, Warren County. Mayor Elbassiouny stated it was. Mr. Kovacs asked if the Township is still looking for a CFO. Mayor Elbassiouny stated this will be done as a monthly agreement and the Township's options will be kept open.

ROLL CALL: Klingel, yes; Elbassiouny, yes; Finke, yes; Kovacs, yes; Marks, yes

K. Lifer thanked the Committee and left the meeting at this point. Deputy Mayor Klingel turned the meeting over to Mayor Elbassiouny.

ORDINANCE

Mr. deBoer explained a problem the Boro is having with regard to parking. One crossing guard will be appointed via resolution as a Parking Enforcement Officer. Washington Boro will pay for the time spent in this capacity. A motion was made by Klingel, seconded by Kovacs, to introduce Ordinance 11-06, Ordinance Amending an Ordinance Fixing the Salaries of the Officers and the Employees of the Township of Washington, County of Warren, State of New Jersey Adding the Position of "Parking Enforcement Officer". Mr. Kovacs asked if this will affect the budget. D. Evans replied it will not.

ROLL CALL: Klingel, yes; Kovacs, yes; Finke, yes; Marks, yes; Elbassiouny, yes
Public hearing and adoption will take place at the April 18, 2011 meeting.

RESOLUTION

Mr. deBoer stated since the Township is still working on a temporary budget, this resolution to enter into a lease agreement for the previously approved street sweeper must be approved as a requirement of the leasing company. He stated he placed his name on the lease agreement along with the Mayor's due to the turnover in the CFO's office. The Committee had no problem with this. Mr. Finke stated he preferred to table the discussion of the sweeper until the budget is complete. A motion was made by Kovacs, seconded by Klingel, to approve Resolution 11-53, 2011 Temporary Budget.

ROLL CALL: Kovacs, yes; Klingel, yes; Finke, yes; Marks, yes; Elbassiouny, yes

Mayor Elbassiouny entertained a motion for previously approved Resolution 11-55 Resolution Authorizing Signature of Interlocal Services Agreement for Services of a Chief Financial Officer Between the Township of Washington, Morris County and the Township of Washington, Warren County in order to make it official. A motion was made by Klingel, seconded by Finke, to approve Resolution 11-55.

ROLL CALL: Klingel, yes; Finke, yes; Kovacs, yes; Marks, yes, Elbassiouny, yes

2011 BUDGET DISCUSSION

Mr. Finke provided the Committee with copies of a comparison he compiled of tax rates and the collected taxes from other municipalities. D. Evans and the Committee discussed this, explaining the Township's tax rate results from services, bonds, the Fire District, lack of ratables, etc.

A motion was made by Kovacs, seconded by Klingel, to introduce the budget at the April meeting. D. Evans stated it would be 5.8 points with a 12% increase. Mrs. Marks mentioned the police education monies in the miscellaneous line item. Mr. Klingel spoke about the Convenience Center fees and provided the Committee with options prepared by J. Cooper. The Committee briefly discussed these. D. Evans stated he has a conflict with the next two meeting dates. J. Mooney will attend the meetings in his place. Mayor Elbassiouny noted the new CFO will also be in attendance.

ROLL CALL: Kovacs, yes; Klingel, yes; Finke, no; Marks, yes; Elbassiouny, yes.

Mr. Klingel provided two options in regards to the Convenience Center fees. Option 1: Raise the fees for curbside pick-up to \$65.00 and Convenience Center passes to \$45.00. Option 2: Drop the rate of the attendant from \$19.42 to \$15.00 for a savings of \$1,200 which will allow the adjustment of the Convenience Center rate to \$40.00 and curbside pick-up to \$65.00. Mayor Elbassiouny entertained a motion for Option 1. Hearing no one, motion failed. Mayor Elbassiouny entertained a motion for Option 2. A motion was made by Klingel, but there was no second. Motion failed. Mayor Elbassiouny recommended adjusting the rates to \$50.00 for curbside pick-up and \$30.00 for Convenience Center passes. Mrs. Marks asked about the money from the tonnage grant. Mr. deBoer explained the Convenience Center and Recycling Center are two separate things and the tonnage goes toward recycling. A motion was made by Kovacs, seconded by Finke, to increase the curbside pick-up rate to \$50.00, the Convenience Center pass fee to \$30.00 and to lower the hourly rate of the attendant to \$15.00.

ROLL CALL: Kovacs, yes; Finke, yes; Klingel, yes; Marks, abstained; Elbassiouny, yes

RESOLUTION

A motion was made by Klingel, seconded by Finke, to approve Resolution 11-56, Resolution Authorizing and Approving Salaries and Wages for Certain Employees (Recycling Attendants – All DPW).

ROLL CALL: Klingel, yes; Finke, yes; Kovacs, yes; Marks, abstained; Elbassiouny, yes

A motion was made by Kovacs, seconded by Klingel, to approve Resolution 11-54, Resolution of the Governing Body Approving the Leasing Agreement Between the Township of Washington and Leasing 2, Inc. for the Chassis Mounted Vacuum Street Sweeper/Dual Sweep/Dual Steer. Mr. Finke stated he is not comfortable spending the money at this time and asked J. Cooper if he looked into private companies. J. Cooper replied going with the County would cost \$27,000. He discussed other towns with Mr. Finke and noted the differences between them and the Township. Mr. deBoer explained the pay as you go program for larger items and noted that \$30,000 is built into the DPW budget for these purchases.

ROLL CALL: Kovacs, yes; Klingel, yes; Finke, no; Marks, abstained; Elbassiouny, yes

PUBLIC COMMENTS

Mayor Elbassiouny opened the meeting to the public. Hearing no one, Mayor Elbassiouny closed the meeting to the public.

In regards to the website design, Mr. Klingel would like to move forward with Brad Decker in conjunction with the Deputy Clerk's involvement. Fees would include an initial \$2,500 for development, \$360 per year to host and \$75 per quarter to support. Mr. Klingel stated an updated website helps a municipality with state aid and confirmed the money is already in the IT budget. A motion was made by Klingel, seconded by Kovacs, to move forward with Brad Decker, Software Engineer/Website Designer, for service for \$2,500 to develop, \$360 per year to host and \$75 per quarter to support as our website provider pending the availability of funds.

ROLL CALL: Klingel, yes; Kovacs, yes; Finke, yes; Marks, yes; Elbassiouny, yes.

EXECUTIVE SESSION

A motion was made by Klingel, seconded by Marks, to approve Resolution 11-57, Resolution Authorizing Executive Session for a Meeting Not Open to the Public in Accordance With the Provisions of the NJ Open Public Meeting Act, N.J.S.A. 10:4-12 at 11:26 a.m. All were in favor. Mayor Elbassiouny explained

the Committee will be discussing possible contractual negotiations with Oxford regarding the Police issue. No action will be taken during Executive Session.

A motion was made by Klingel, seconded by Marks, to come out of executive session. All were in favor. Mayor Elbassiouny stated the Committee returned from executive session at 12:10 p.m. The shared service contract with Oxford was discussed. No official action was taken. Copies of these minutes will be available at such time the Committee determines there is no harm to the public interest.

ADJORNMENT

Hearing no further business to come before the Committee, a motion was made by Klingel, seconded by Marks, to adjourn the meeting at 12:11 p.m. All were in favor.

Respectfully submitted,

Anna C. Godfrey
Acting Township Clerk