

TOWNSHIP OF WASHINGTON, WARREN COUNTY

Budget Meeting Minutes
December 11, 2014

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 5:30 p.m. by Mayor Robert Klingel.

SUNSHINE LAW COMPLIANCE – The 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

Iacobucci, present; Klingel, present; Kovacs, present; Willan, present
Rossi, absent

STAFF PRESENT

Ann Kilduff, Deputy Township Clerk; Peter deBoer, Township Administrator/Certified Public Works Manager; Dave Evans and John Mooney, Municipal Auditors; Kevin McCarthy, Chief Financial Officer; Chief McDonald; and Jeff Cooper, Assistant Municipal Supervisor of Public Works

SALUTE TO THE FLAG

INTERVIEW CANDIDATE FOR MUNICIPAL TAX ASSESSOR

Mayor Klingel explained the Township's current Tax Assessor will be retiring at the end of the year. Craig Brotons provided the Committee with his qualifications and previous experience. He discussed estimating new development, re-evaluations, and hours per week with the Committee and Mr. deBoer.

RESOLUTION

A motion was made by Iacobucci, seconded by Kovacs, to approve Resolution 14-163, Appointment of Craig Brotons as Municipal Tax Assessor to Fill the Unexpired Term of Lydia Schmidt (expires 6/30/16), effective January 1, 2015.

ROLL CALL: Iacobucci, yes; Kovacs, yes; Willan, yes; Klingel, yes

A motion was made by Kovacs, seconded by Willan, to approve Resolution 14-164, Appointment of Kevin Maguire as Substitute Fire Sub-Code Official/Inspector.

ROLL CALL: Kovacs, yes; Willan, yes; Iacobucci, yes; Klingel, yes

PUBLIC QUESTIONS AND CONCERNS

Mayor Klingel opened the meeting to the public.

Joann Harrison, 75 Springtown Road, asked for job descriptions of the employees in the Finance Office. Mr. deBoer explained the positions and suggested she call his office so he may provide additional information. K. McCarthy provided J. Harrison with his E-mail address and will forward her a copy of the job description for his position. J. Harrison would like to see job descriptions for all employees.

Nancy Anderson, 11 Kinnaman Avenue, asked J. Cooper if the new DPW building is finished and within budget. J. Cooper stated the building is almost complete and the Township is within budget. N. Anderson asked how much has been spent on the building to date. K. McCarthy replied \$148,000 and another bill is being processed. J. Cooper stated the building should be completed within the next few weeks.

Hearing no further comments, Mayor Klingel closed the public portion of the meeting.

2014/2015 BUDGET DISCUSSION

K. McCarthy explained salaries and health insurance are two of the major expense factors of the budget. The Township's overall savings vs. budget is \$240,000. He provided the Committee with a recap of 2014 expenses vs. budget. The Committee discussed with K. McCarthy and D. Evans.

K. McCarthy provided an overview of the 2015 budget, projecting a 1.37% increase in salaries. Mr. Willan asked if the 2015 budget can be amended. K. McCarthy replied that it can.

Mayor Klingel reminded everyone of the Tree Lighting Ceremony to be held this Saturday at 6:30 p.m.

EXECUTIVE SESSION

A motion was made by Willan, seconded by Kovacs, to approve Resolution 14-164B, 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 6:16 p.m. All were in favor.

Mayor Klingel explained the Committee will be discussing personnel issues.

A motion was made by Kovacs, seconded by Willan, to come out of Executive Session at 7:48 p.m. All were in favor. Mayor Klingel stated the Committee discussed personnel issues. 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 Willan, seconded by Iacobucci, to adjourn the meeting at 7:49 p.m. All were in favor.

Respectfully submitted,

Ann Kilduff
Deputy Township Clerk