

BOROUGH OF MEDFORD LAKES, NEW JERSEY

BUDGET WORKSHOP – SPECIAL MEETING

APRIL 13, 2010

A Budget Workshop – Special Meeting of the Borough Council of the Borough of Medford Lakes, New Jersey, was held on the above date in Oaks Hall at Municipal Cabin, 1 Cabin Circle, Medford Lakes, NJ 08055 beginning at 6:30pm. Following the pledge of allegiance and a moment of silence (Council and the public observed a moment of silence to honor service men and women defending our country). Clerk McIntosh read the Open Public Meetings Act: pursuant to the requirements of the Open Public Meetings Act, adequate notice of this workshop meeting had been provided by advertisement in the central record (4/8) and posted on the official bulletin board of the Borough of Medford Lakes. Those wishing to be notified for changes to scheduled meetings were notified via email or regular mail.

ROLL CALL

Clerk McIntosh called roll. Mayor Paul G. Weiss, Councilman Timothy S. Casey and Councilman Gregory C. Lackey answered in attendance. Also present were Interim Manager Julie Horner-Keizer, Deputy Manager/Acting Clerk Mark J. McIntosh, C.M.F.O. Donna A. Condo, Borough Engineer Jeff McNesby, Assistant Public Works Superintendent Nancy Rodgers and Municipal Auditor Robert Stewart

PUBLIC COMMENT #1

Mayor Weiss opened the meeting for public comment.

Joe Aromando of 285 Shingowack Trail asked that Council make available a working budget sheet so that the residents could ask questions and be better involved in the process.

Mayor Weiss stated that after the meeting a working document would be provided to the public.

Gary Miller of 43 Osage Trail asked if any action would be taken at this meeting.

Mayor Weiss stated it was possible yet unlikely.

Mayor Weiss closed public comment.

BUDGET PRESENTATION

Mayor Weiss opened the meeting to the finance team of Manager Horner – Keizer, C.M.F.O. Condo and Auditor Stewart.

Manager Horner – Keizer stated that she was working from a budget document prepared by the previous manager and asked C.M.F.O. Condo to explain where the budget was currently.

C.M.F.O. Condo provided an overview to include; the current budget as presented shows a 6-cent increase, the value of a penny had risen to \$45,000 based on the revaluation, and the new average value was \$290,000.

C.M.F.O. Condo discussed the anticipated revenues. She pointed out that there were deficits in some line items, but overall there more revenue was collected than anticipated.

Auditor Stewart stated that for the proposed budget to fall under CAP it would need a reduction of \$112,000.

C.M.F.O. Condo provided an overview of expenditures.

Council would like to see a detail of 2009 expenditures by department.

Manager Horner – Keizer stated that she was working on that and would be providing a detailed spreadsheet to Council showing the full cost of each department. She also mentioned that pending the outcome of an internal financial audit there is the possibility of owing the Burlington County Landfill approximately \$25,000 from prior year invoices.

C.M.F.O. Condo provided an overview of the Sewer Budget.

Councilman Casey asked Ms. Condo to provide a schedule of capital projects showing pay-offs, bond retirements, etc.

Council asked Auditor Stewart to discuss surplus.

Auditor Stewart said that most municipalities are being forced to use all surplus. The State is forcing the communities to strip surplus and to cut staff prior to reaching out to the State for aid.

Ms. Rodgers presented the Public Works Budget. She stated that the significant increases are in vehicle maintenance. The Public Works Department has thirteen vehicles, ten streets/roads and three sanitation. The new mechanic has been identifying needs to support the fleet. She discussed in detail the needs of the department relative to vehicle maintenance.

Mayor Weiss asked if a maintenance plan is in place.

Ms. Rodgers stated that she was working with the Borough Mechanic on creating a comprehensive fleet maintenance plan.

Council expressed the need for a full asset inventory with a breakdown of costs for each vehicle to include yearly fuel and maintenance. Council asked Ms. Rodgers to prioritize the repairs that she requested and funnel that to the Manager.

Manager Horner – Keizer stated that the buildings and grounds budget can be reduced since the Borough will handle the staining of portions of the building while caulking.

A discussion was held regarding trail maintenance and tree removal costs. Ms. Rodgers also reviewed capital requests to include; a brush chipper for \$32,000, mini-dump truck for \$50,000 and a leaf machine for \$21,000.

Council asked Ms. Rodgers to prioritize the capital expenditure requests.

Council discussed the actions recently taken by the State and the impact on the surplus.

PUBLIC COMMENT #2

Mayor Weiss opened the meeting for public comment.

Bob McGowan of 18 Cochise Circle asked when the 2009 budget would be closed out, and if the recent snowstorm disaster reimbursements would be factored in.

C.M.F.O. Condo stated closeout of the 2009 budget would occur by the end of 2010 and the disaster reimbursements can't be factored in.

Joe Aromando of 285 Shingowack Trail spoke about the contingency program, capital fund status, Oaks Hall punch list, the lack of a fleet maintenance program, and overall infrastructure repairs.

Mayor Weiss stated that the contingency program was successful in managing the budget and anticipated the program to continue this year.

Mayor Weiss motioned to adjourn the meeting, seconded by Councilman Casey

Vote to Adjourn

Yeas – Weiss, Casey, Lackey

Nays – None

Meeting Adjourned