

**BOROUGH OF MEDFORD LAKES  
SPECIAL MEETING / BUDGET WORKSHOP**

**February 4, 2006**

A Special Budget Workshop meeting of the Borough Council of the Borough of Medford Lakes, County of Burlington, State of New Jersey, was held on the above date in the second floor meeting room of the Medford Lakes Firehouse, 10 Stokes Road, Medford Lakes, NJ beginning at 9:00am. Mayor Wasson presided. Following the Pledge of Allegiance, Mayor Wasson read the Statement of Compliance with the Open Public Meetings Act. This is to announce that adequate notice in the form of Notice of Meetings was (1) posted on the Administration Building bulletin board, (2) mailed to The Central Record, Medford, NJ, (3) mailed to the Burlington County Times, Willingboro, NJ and filed with the Municipal Clerk. Advance written notice of this meeting was mailed to all persons who requested such notice according to the Clerk of the Municipality.

Answering Roll Call for Borough Council were Mayor David Wasson, Councilman Timothy Casey, and Councilman Gary Woodend. Also present were Manager Rich J. Knight, Chief Financial Officer Donna A. Condo, Fire Chief Mark McIntosh, Public Works Superintendent Pat McCorrison and Wastewater Superintendent Paul Hayden.

**PUBLIC COMMENT**

*None at this time.*

**VOTE TO APPROVE MINUTES**

*None at this time.*

**NEW BUSINESS**

**PUBLIC WORKS BUDGET** –

PW Superintendent Pat McCorrison presented his department's budget; his only additional expense was a tree cutting contract recommendation.

Councilman Casey asked about any Stormwater Regulations that might affect his budget. Pat felt not this year.

Manager Knight requested Pat to complete an analysis of the Friday "large trash pick-up".

Councilman Casey asked for Pat to look into other town ordinances

Councilman Woodend asked if we should look into a permit type operation, maybe charge \$50.00 for 3yard of trash which is the size of a trash truck hopper. Do we need all of the radios, pagers and cell telephones?

Manager Knight will have all departments review their cell phones and types of service.

Pat stated that he expected recycling fee's to increase (re; wood, concrete, leafs, etc.)

CFO Condo asked about the Winzinger dumpster.

Pat reported that the dumpster is just for concrete, pavement.

Councilman Woodend recommends going out to bid for another dumpster service

Pat stated another option would be to buy a new dumpster for our roll-off truck for approx. \$3,000.00. Pat also said that he expects landfill tipping fee's to go up

Mayor Wasson asked if any road repair costs would be expected from the Medford Lakes Country Club "Big Dig" and the dirt removal that has been going on.

Pat had not identified any concerns yet.

Manager Knight will address those same concerns when the dams get ready to be re-built. He will look into some type of a bond to cover damage to roads, pipes, etc.

Pat stated that the seasonal leaf crews worked out extremely well and the town was cleared twice.

Councilman Casey spoke about the Assistant Superintendent vs. secretary. Tim asked Pat to have an employee wishing to be seen as a potential future manager be given a task to be in charge of to show their abilities. Also Pat should re-establish providing a monthly report on operations to include a mechanics report.

CFO Condo asked about the truck for a mechanic, could other departments share this vehicle?

Pat felt that numerous options were available for sharing of equipment within the departments and would welcome ideas.

### **WASTEWATER BUDGET** –

WW Superintendent Paul Hayden presented his department's budget for 2006.

Councilman Casey asked status on the employees investigation of a union.

Paul stated, all signs point toward a union coming and the main reason by the employees is call-in and duty rate concerns. Paul said he feels he gets a lack of respect from management and that his department is micromanaged. Paul stated that he is researching his retirement options.

Councilman Casey asked if unions could strike and for Paul to review what he wants to do and report to council.

Paul explained that his budget represented salary increases, chemical contract bids, equipment maintenance, generator maintenance, sludge and lab contracts and CEU costs.

Mayor Wasson asked about additional radio costs and is all of that for the new municipal band. Paul explained the new system and its requirements.

Councilman Casey asked if we could get a single drop for the Comcast System instead of the three separate ones we have now and once the new Oaks Hall is built we will need one there.

WW Superintendent Hayden needs Alaimo Group to complete/ update the treatment plant emergency action plan (EAP). He also requested a camera (used to evaluate the collection system/ sewer pipes) under capital to replace the one lost in the flood.

Councilman Casey asked about the generators required for the pump stations.

Paul explained that we had secured one free from the Cinnaminson FD and it was currently being evaluated.

### **FIRE DEPARTMENT BUDGET** –

Fire Chief Mark McIntosh presented his 2006 Budget and fielded questions from Mayor and Council. Chief McIntosh explained his Capital requests to replace the Command Car lost in the flood, replace the 32 year old Special Ops. truck and downsize to a smaller utility. Chief McIntosh explained his request for career personnel and how they could assist the department with meeting its Statutory Requirements, Health and Safety and training needs. Chief McIntosh further explained his operating budget was basically a maintenance budget.

## **REPORTS**

### **MANAGER AND CFO REPORT** –

CFO Donna Condo reported that surplus is good and the 2005 Tax Collection Rate was 99.06% up from the 2004 Tax Collection Rate of 98.76%. Donna says that she will need advice on the flood reserve.

Manager Knight stated that the Borough would have to look at long range costs for, “revaluation” and if we should file for financial aid similar to last year. Rich also was reviewing the Oaks Hall Project and Plans.

Mayor Wasson requested an updated Oaks Hall Project expense sheet.

CFO Condo also stated that Council should look at a sewer tax increase because the sewer surplus is poor.

### **VOTE TO ADJOURN** –

Councilman Casey made a motion seconded by Mayor Woodend, to adjourn the meeting.

#### **VOTE TO ADJOURN**

Ayes: Casey, Wasson, Woodend

Nays: None

Meeting adjourned

Respectfully submitted,

Richard J. Knight  
Borough Manager