

MINUTES OF THE SPECIAL MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF WANTAGE, HELD AT THE WANTAGE TOWNSHIP BUILDING, 888 STATE ROUTE 23, WANTAGE, NJ, HELD AT 5:00 P.M. ON January 24, 2017

Mayor Morris called the meeting to order, and requested that the Clerk call the roll. Upon roll call, the following members of the governing body were present: Mayor Jonathan Morris, Committeeman William Gaechter, and Committeeman Ronald Bassani . Also present: Administrator/Acting Clerk Debra Millikin and Michelle LaStarza Chief Financial Officer.

Mayor Morris stated, "This meeting is being held in compliance with the provisions of the Open Public Meeting Act, P.L. 1975, Chapter 231. It has been properly noticed and certified by the Clerk."

Mayor Morris invited all those in attendance to join in the Salute of the Flag.

BUDGET 2017

Mrs. Millikin stated she had provided some updated budgets for the Committee's review. Mrs. Millikin began discussing the proposed budget for 2017. She stated that based on the current budget as presented tonight there is a \$12.64. Quarterly \$3.16 or monthly \$1.05 based on an average assessed value of \$261,000.

Mrs. Millikin stated if go line by line this will allow us to explain some changes. Mrs. Millikin explained with the salaries she wants to make sure the salaries are reflected properly in each department. Administration reflects her salary and Nancy VanHorn has been moved to a portion of this salary. Mrs. Millikin explained that the other portion of her salary is reflected in Clerk.

Next increase is Road and Streets with the new hire for Dana Welch who was hired full-time on December 7th. Parks and Playgrounds reflects the part-time employee who is John Dennis. Recycling not reflected because Mrs. Millikin is not certified. Mr. Bassani questioned the transfers over the past two years for OT in ACO and how much is the Township putting out versus receiving in. Mrs. Millikin referred the Committee to the revenue sheet that was provided to them. On the second page is the numbers brought in for the shared service revenue brought in. Mr. Gaechter wondered if we can do a review of the shared service agreements for ACO and see if we are making enough to cover the cost. Mr. Gaechter would like to make some money on the shared service to cover cost of the gas etc. related to expenses. Mrs. Millikin advised she would review this information and get back to the Committee during the summer. Mr. Gaechter requested that review the call volume and make sure the municipalities are charged correctly. Mayor Morris questioned when the van was purchased. Mrs. Millikin said within the past two years. Mr. Bassani questioned if the salaries are being covered by the cost received from the agreements. Mrs. Millikin indicated yes.

Mr. Bassani questioned why Board of Health went down regarding salary. Mrs. LaStarza stated to reflect Jeanne McBride's salaries. Mr. Bassani questioned the breakdown on recreation. Mrs. Millikin stated Arlene De la Osa is covered under

recreation and finance. Ms. LaStarza stated the recreation is for one day a week. Question on code enforcement and Mrs. Millikin stated reflecting correct salaries. Mr. Bassani asked if same as 2018. This should be the way the salaries will be established for each year.

Mrs. Millikin moved to other expenses. First item collection of taxes increase of \$9,000 for liquidating tax title liens in turn to allow the Township to place these parcels back on the books. Mrs. Millikin recommended this to be done. Code Enforcement is due to the foreclosed properties. Insurance premiums is increased due to the increase of adding an additional \$4.3 million to the policy. Increased about \$7,000.

Next item Mrs. Millikin stated a reduction can be seen related to the Fire Department because some of the money was moved for fit testing to be properly reflected in PEOSHA. Regarding aid to volunteer fire department Mrs. Millikin explained she tried to place in an additional \$2,500 per company per the request she provided, however, cut this out as the budget was being finalized. Mr. Bassani questioned Mr. Vander Groef regarding documentation for the meeting on the 2nd of February. Mr. Vander Groef indicated they would provide information regarding their request at that meeting. POESHA was increased for the fit test and the request of the fire department for an additional \$1,000 per company. Maintenance of parks is for Lake Neepaulin yearly reports for the O&M and emergency action plan. These are requirements for dam safety, this needs to be budgeted. Total cost per plan is about \$3,800. Discussion ensued. Mayor Morris questioned if this normally yearly. Mrs. Millikin stated she believe it is required yearly. Mr. Bassani questioned can this be done cheaper. Mrs. Millikin stated she felt Mr. Pellow's price is the best because he has all the information. She gave example that Newtons were between \$3,500 to \$4,000. Accumulating sick to begin funding for retirees. This allows that Township to get prepared for retirees. Mrs. Millikin advised this is for the buyback of sick time and a cap is on there of \$15,000.

PERS or public employee's retirement system the Township has gotten a specific number. Mr. Bassani questioned when the 911 Dispatch will expire. Mrs. Millikin indicated 2020. Discussion ensued. Mayor Morris stated that County provided a cheaper number, however the number continued to increase by about \$1,100 per year. Recycling tonnage grant numbers have gone down, but we will be working with SCMUA on this to get our numbers increased. The money for the Tonnage grant has to be utilized for recycling purposes. One number not know at this time is the Clean Community number. This typically comes in June and Chapter 159 would have to be done.

Mrs. Millikin stated the capital improvement project there is \$200,000 for oil and stone. The three roads proposed are Nielson, Sally Hardin & Mount Salem. There also \$5,000 for the Fire Department for the hose replacement. Last year was \$15,000 because Mrs. Millikin did not provide an additional \$10,000 for Sussex Fire Department. Another change was in Recreation I left the money in for the fence between the soccer field and lacrosse.

Mr. Bassani questioned the debt. Ms. LaStarza indicated we are paying our notes and debt payment. Mrs. Millikin indicated is very important to pay down debt in order to try to do funding to have cash on hand as oppose to going into more debt. Mr. Gaechter question if the \$918,000 we are paying is going towards debt. Ms. LaStarza

indicated yes from 2008. Ms. LaStarza indicated that if the notes are not paid off in 10 years then the Township would have to go into permanent financing.

Mrs. Millikin advised that the RUT is higher this year \$829,999. Mrs. Millikin advised that the fund balance being utilized this year is \$300,000. Discussion of fund balance ensued. It is important to cover several months of expenditures to continue to operate.

Mrs. Millikin went quickly over the Capital budget which will be discussed at the February 2nd meeting as well with the various departments. Cutting the Capital will not have a major effect on the tax rate.

The Committee requested time to review and at the next meeting will be discussed a bit more in depth.

Mrs. LaStarza questioned on the appropriation CAP. The Committee agreed to go forward with the CAP appropriation. Open Space no increase at \$.05.

OPEN PUBLIC SESSION

None

Mayor Morris asked for a Motion to adjourn the meeting.

Motion by Mr. Bassani. Second by Mr. Gaechter.

Ayes: Gaetcher, Morris, Bassani Nays: None Absent: None Abstain: None

Respectfully Submitted

Debra Millikin, Acting Municipal Clerk