

APRIL 9, 2013 – Special Budget Work Session Meeting

On the above date the Township Committee of the Township of Mantua held its Special Budget Workshop Meeting in the Mantua Township Municipal Building, 401 Main Street, Mantua, New Jersey 08051.

Mayor Scirrotto called the meeting to order. The time was 5:00 p.m. Mayor Scirrotto asked everyone to rise for the Flag Salute and remain standing to observe a moment of silence.

As required by the New Jersey Open Public Meetings Act, adequate notice of this meeting has been provided to the designated newspapers.

Present were Mr. John Legge, Mr. Robert Zimmerman, Mr. Pete Scirrotto, Deputy Mayor Lawrence, Mrs. Jennica Bileci, Township Administrator, Mr. Welding, Auditor, Mrs. Gayle Tschopp, CFO. Mike Datz, Superintendent of Public Works, Chief Rodney Sawyer. Mr. Michael Silvanio- absent.

Committeeman Zimmerman made a motion to open the meeting to the public, seconded by Committeeman Legge. All were in favor.

As no one else wished to address the Township Committee, Committeeman Zimmerman made a motion to close the public portion, seconded by Committeeman Legge. All were in favor.

Mrs. Bileci stated that the budget that the Committee has in front of them includes a 2.6 cents increase and that budget is \$23,464.55 under the cap. She explained that the budget does include potential revenue from the sale of the liquor license in the amount of \$400,000.00

Mrs. Tschopp explained that one factor contributing to the difficult budget this year is revenue decreases. She explained that construction permit fees were down almost \$100,000 and our receipts for delinquent taxes were down \$104,000.00. She also stated that we will not be requesting any surplus from the MUA.

Mrs. Tschopp also explained that our collection rate is down and that we will be working with our Tax Collector to be more aggressive on collecting taxes.

Michael Welding explained the use of surplus and an analysis of the amount that has been generated in prior years. He explained that we lost from 2012 to 2013 \$250,000.00 in surplus. Mr. Welding also stated that in 2011, the Township used \$1.1 million in surplus and used \$850,000.00 for 2012. Mr. Welding further stated that we will be using \$850,000.00 again this year.

Deputy Mayor Lawrence questioned the why the expenses in the Finance Administration increased. Mrs. Tschopp stated that is was due to maintenance contracts with their finance software systems.

Committeeman Legge asked if there were any changes to the senior/recreation budget. Mrs. Bileci stated that there were not and that they were provided the same budget as last year.

Mayor Scirrotto confirmed with the Township Administrator if the budget included a 2 percent increase for all non-union staff.

The Public Works budget was discussed and there were no significant requests from the Department this year. Mayor Scirrotto stated that he was hesitant to fill the positions in the department due to the constraints in the budget.

Mike Datz commented that we have not authorized a Road Program since 2006 and it may be something that we look to budget as a capital improvement for the future.

Chief Sawyer explained his budget requests. He explained that he was able to save approximately \$55,000.00 this year in salary and wages.

Mrs. Bileci explained that she is working on future shared service agreements with neighboring towns that will help to generate revenues for the 2014 budget. She also stated that we must make certain cuts and changes to the budget now to see the savings for 2014. She explained that the 2014 budget will be even tougher to manage since we do not have the sale of a liquor license as a potential revenue.

Committeeman Zimmerman made a motion to adjourn the meeting, seconded by Committeeman Legge. All were in favor. The time was 5:40 P.M.

Respectfully submitted,