

**MINUTES OF SPECIAL COUNCIL MEETING HELD
MARCH 6, 2004**

A Special Meeting of the Borough of Washington, Warren County, New Jersey was held in the Council Chambers of the Borough Municipal Building at 9:09 A.M. on Saturday, March 6, 2004 for the purposes of reviewing the 2004 Municipal Budget.

Roll Call: Present: Wagner-Glaser, Bertoline, Doty, Housel, Giaimis,
McDonald & VanDeursen

Also Present: Alan M. Fisher, Borough Manager

Mayor Van Deursen read the following Statement into the Record:

“The requirements of the ‘Open Public Meetings Law, 1972, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the official newspaper of the Borough of Washington and posted on the Bulletin board of the Borough Municipal Building stating the time, place and purpose of the meeting as required by law.”

Mayor Van Deursen asked the group how long they wanted to meet today to review the budget. It was the consensus to try and end the meeting by around noon. Alan Fisher provided an overview of the 2004 Municipal Budget that was currently before the governing body.

The council reviewed the revenue budget estimates as presented by the Manager. Surplus fund availability and utilization were reviewed. No changes were made to these estimates.

The council reviewed the “salary & wage detail” section next. The Manager explained how the Borough budgets for salary and wage increases in a year when union negotiations have not been completed. Step increases were also explained. The Manager pointed out that a part-time position in the Tax Collector/Treasurer Office was budgeted to go full-time by July 1st. No changes were proposed to this area by the governing body.

The council proceeded to review the Other Expense accounts starting with the Administrative & Executive account. The council changed the Expense Reimbursement account to \$2,500.00. The council changed the Equipment Purchase account to \$1,200.00 after being informed the tape recorder in the Council Chambers had to be replaced. The Miscellaneous account was changed to \$1,500.00 and the Office Supply account was reduced to \$3,000.00.

The next Other Expense account reviewed was the Mayor & Council accounts. The Expense Reimbursement account was reduced to \$2,750.00 and the Website Design and Maintenance Account was reduced to \$3,000.00.

No changes were made in the Election or Financial Administration accounts.

In the Auditing Services account, the auditing figure was reduced to \$22,500.00 based upon the price proposal received for the 2004 Audit.

No changes were proposed in the Collection of Taxes accounts.

In the Assessment of Taxes accounts the Engineering Services account was reduced to \$500.00 and the Legal Services account was reduced to \$6,000.00.

The Legal Services & Costs account for Legal Fees was reduced to \$30,000.00. Councilwoman Bertoline asked to have Richard P. Cushing's estimate of legal expenses for 2004.

No changes were made in the Engineering, Economic Development, and Planning Board accounts. Councilwoman Wagner-Glaser questioned whether storm water management expenses were outside the budget cap. The manager was asked to investigate this.

The Mayor and Council reviewed the Board of Adjustment account. The Equipment Maintenance Account was reduced to \$50.00. The Council directed that all accounts throughout the budget that have no expenditures in prior years and where an amount is budgeted to keep the account line item open should be changed to an appropriation of \$50.00.

There were no changes to the Zoning Administration account.

In the Local Code Enforcement accounts the Expense Reimbursement account was reduced to \$125.00 and the Uniform account was reduced to \$300.00.

There were no changes to any of the Insurance accounts.

In the Police Department accounts, the Employee Education account was reduced to \$2,500.00 and the Expense Reimbursement account was reduced to \$1,000.00. A question arose regarding the \$4,411.12 expenditures in 2003 for the Expense Reimbursement account. The Manager was asked to investigate the charges to this account. The Council also requested to know how much the radar units cost and how many would be purchased. A report on the Police Department vehicles was also requested. Councilman Giannis asked about the cost of a mobile speedometer (radar unit) and the Chief's opinion on the need for such a device.

It was moved by Councilwoman Bertoline and seconded by Councilwoman Wagner-Glaser to adjourn the meeting. All voted in favor.

The meeting adjourned at 11:55 a.m.

