

**BOROUGH OF PITMAN
BUDGET MEETING MINUTES
FEBRUARY 19, 2014
7:00 P.M.**

Call to Order

Time: 7:00 p.m.

Open Public Meetings Act Statement – This Special Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notice of this meeting was sent to the "South Jersey Times" newspaper. In addition, a copy of this notice was posted on the bulletin board in the municipal building and filed in the office of the Municipal Clerk. Notice on the bulletin board has remained continuously posted.

Roll Call

Councilman Austin: Present
Councilwoman Higbee: Present
Councilman Pierpont: Present
Mayor Johnson: Present
Borough Clerk O'Donnell: Present

Councilman Blass: Absent
Councilwoman Kelley: Present
Council President Razze: Present
CFO Steve Considine: Present
PW Manager Steve Alexander: Present

Work Discussion

Motion to Open Discussion: Higbee
Time: 7:00 p.m.

Second: Austin

2014 Municipal Budget – Public Works: Highway and Water & Sewer Divisions
Public Works Manager Steve Alexander presented his proposed budget for 2014 for each division of the Public Works Department; Highway Division and Water & Sewer Division

Highway Division

Mr. Alexander stated that his proposed budget for the Highway Division does not take into account the possibility of the Recreation Department taking over all park maintenance within the Borough. He stated that if that shift of duties does occur, it would have a minimal impact on the budget as it is being presented today.

Areas of concern within the budget include the cost for snow removal. Approximately \$22,000.00 has been spent so far in 2014. As a result, the "snow removal materials and supplies" and "overtime" appropriation amounts have each been increased by \$10,000.00. There is a 3% increase in tipping fees for 2014, which totals approximately \$12,000.00. Mr. Alexander also stated that in last year, \$15,000.00 was spent to dispose of leaves collected in the Borough. This expense was not budgeted for in 2013.

Proposed capital improvements for 2014 include:

The completion of Hudson Avenue

The reconstruction of Tuohy Avenue
 Refurbish a Borough owned trash truck currently not in use
 Repave portions of Adams Avenue (Shared service with Glassboro)
 Storm drain improvements

Following a review of the budget line items for all departments for gasoline and diesel, the following action was taken by Council:

A **Motion** was made by Councilwoman Higbee for the following adjustments to be made to the line items for gas and diesel appropriations for the following departments:

Police	Gas	44,000.	40,000.
Streets & Roads:	Diesel from \$145,000. to \$140,000.		
	Gas	17,000.	15,000.
Alcyon Lake	Gas	10,000.	8,000.
Fire Engineers	Gas	5,000.	4,000.
Recreation	Gas	1,000.	1,000. (No change)

Second: Pierpont

Roll Call

Councilman Austin: Yes

Councilman Blass: Absent

Councilwoman Higbee: Yes

Councilwoman Kelley: Yes

Councilman Pierpont: Yes

Council President Razzo: Yes

Mayor Johnson: _____

Water & Sewer Division

Mr. Alexander stated that the salary increases and the on-call rate increase for the contractual employees has been built into the salary line of the 2014 budget. The first payment of \$52,000.00 for the USDA loan, due in September 2014, has also been added to the budget at this time.

Mr. Alexander stated that the increase in the line item for minor equipment and tools was increased by \$2,000.00 due to maintenance that is needed at the wells.

The overall budget for the Water & Sewer Division is decreased by approximately \$95,000.00 from the 2013 budget.

Proposed capital improvements for 2014 include:

- Cleanig the mold from the Laurel Avenue water tower
- Spruce Avenue water & sewer line improvements
- Water main replacement on E. Holly Avenue
- Water main replacement/extension Pitman Avenue

Councilman Pierpont proposed hiring a full-time salaried, non-union, supervisor to help oversee both divisions of the Public Works Department. This proposed position would eliminate the foreman positions in each division and would increase the efficiency of the department as a whole. It is estimated

