

**BOROUGH OF PITMAN
BUDGET MEETING MINUTES
JANUARY 20, 2016**

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 Razzo: Present
Mayor Johnson: Present
Borough Clerk O'Donnell: Present

Councilman Blass: Present
Council President Pierpont: Absent
Councilwoman Rudley: Present
CFO Steve Considine: Present

Work Discussion

Motion to Open Discussion: Higbee Second: Austin
Time: 7:03 p.m.

2016 Department Budget Presentations

Fire Safety Office

Borough Fire Safety Official Ryan Pierson presented the budget for the Fire Safety Office for 2016. He explained to Council that the Fire Safety Office budget is based on the revenues collected by the office, which totaled \$65,000.00 in 2015. The office personnel will include Mr. Pierson and three part-time Fire Safety Inspectors. No extraordinary expenses or purchases are expected for this year.

Fire Company #1

Fire Company #1 Assistant Chief John Gresko presented the 2016 budget for Fire Company #1. The requested budget is the same amount as the 2015 budget, with the reallocation of funds as follows:

- \$500.00 from Rescue & First Aid to Firefighting Equipment
- \$1000.00 from Training & Seminars to Equipment/Vehicle Tests

Recreation Department

Recreation Department Director Andy Fox presented the proposed 2016 budget for his department. There is no increase requested over the amount in the 2015 budget, with the exception of a 2% increase in employee salaries for 2016.

Alcyon Lake Park

Alcyon Lake Park Director Jared Harmon stated that his proposed budget is the same as in 2015, with the exception of a 5.1% increase in the salary line item. This increase reflects a proposed 3% raise for the employees as well an increment raise for himself. This increase in the pay scale is proposed as a result of the increased work load for the employees since taking over the grass mowing duties of the Borough owned parks in 2015. Mr. Harmon also requested funds for the purchase of a sixty-one inch lawn mower with a Trac-Vac attachment with an estimated cost of \$12,168.00

Shuttle Bus

Recreation Department Director, Andy Fox, stated that the budget to operate the Senior Citizen Shuttle Bus will remain the same as in 2015. He reminded Council members that the bus is nine years old, and that Council should consider beginning the process of purchasing a new one. Borough CFO Considine stated that the approximate cost of a new bus is \$110,000.00.

Discussion

Councilman Austin stated his desire to keep the budget at the same rate as the 2015 budget. CFO Considine stated that any increases to the budget for 2016 will be held to the recommended two percent.

Mayor Johnson advised members of Council to try to avoid revisiting the individual department budgets after the initial review is done with each department supervisor.

Councilwoman Rudley asked if there are any shared service opportunities available that have not yet been explored by the Borough.

A list of departments that have not yet submitted their budgets was reviewed, and it was determined that the following departments will introduce their proposed budgets to Council at the Work Session Meeting on Monday, January 25, 2015 at 6:30 p.m.

- Office of Emergency Management
- Board of Health
- Economic Development Committee

The Department of Public Works, will present their budget on February 8, 2016.

Motion to Close Discussion: Razze Second: Blass
Time: 8:00 p.m.

Public Portion

Motion to Open to the Public: Razze Second: Blass
Time: 8:02 p.m.

No public comment.

Motion to Close the Public Portion: Razze Second: Blass

Time: 8:02 p.m.

Adjournment

Motion: Razze

Second: Blass

Time: 8:02 p.m.

Respectfully Submitted,

Judith O'Donnell
Borough Clerk/Administrator