

**BOROUGH OF PITMAN
WORK SESSION MINUTES
FEBRUARY 27, 2023
6:30 P.M.**

Call to Order

Time: 6:31 p.m.

Open Public Meetings Act Statement – Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of the time and date of this meeting was published in the South Jersey Times, posted on the Borough Hall bulletin board, and advertised on the Borough of Pitman website.

Roll Call

Council President Fitzpatrick: present	Councilperson James: absent
Councilman Kelly: present	Councilman Mazzola: present
Councilwoman Milward: present	Councilman Weng: present
Mayor Razze: Present	CFO Steve Considine: present
Borough Solicitor Eleftheriou: present (arrived at 6:45pm)	
Clerk McCafferty: present	

Discussion

Motion to Open Discussion: Councilman Weng Second: Councilwoman Milward
Time: 6:32 p.m.

Budget Discussion

Pitman CFO Considine began the discussion of the budget:

The only change to the budget is this one includes the UCC budget and the Recording Secretary changes. The UCC budget didn't save in the previous budget handed out.

It is in the Auditors hands.

All things being equal, the revenue that CFO Considine projected we can use, not having the one-time revenues we had last year, there is a tax increase of 11.4 cents if we were to adopt the budget as it sits today. That equates to \$274 to the average homeowner annually.

The Borough is required to budget for the library \$262,361.01. Currently their budget is approximately over by \$6,000.

We are under the levy cap what that means we could by budget rules adopt the budget to have an 11.4 cent increase. One cent is \$79,042. Councilman Weng asked what does knocking off a penny do for the average homeowner. CFO Considine answered it is approximately \$25 off of the annual tax amount.

The Water & Sewer budget is fine.

If we assume to use the same surplus of \$1,775,000 that we used in the 2022 budget and you look at the fund balance from the start of 2022 to the start of 2023, the surplus went down by \$146,500.

Councilman Weng asked CFO Considine if he would recommend us taking more or less from the surplus. CFO Considine answered by saying I wouldn't take any more, I would always recommend taking less, but with 11 cents, I'm not going to tell you to take less money.

CFO Considine reminded the Council that there is a one-time revenue in this budget of \$457,000 that will not be in next year's budget.

Councilman Weng asked about the appropriations cap and if we needed to cut. CFO Considine answered that we are fine and you don't need to cut anything. This is because certain line items were allowed by the State to be moved outside of the cap to allow relief to all Boroughs and Municipalities. However, this will probably be a one-time allowance.

Councilman Mazzola suggested to the Council that the liaisons go back to their department heads to see what cuts, if any, can be made. Then communicate that information through Councilman Mazzola who will then speak with CFO Considine.

Council President Fitzpatrick questioned salaries and if we could talk in more detail at a future meeting about them.

Council President Fitzpatrick continued by questioning medical. CFO Considine answered that the number has projected new hires in it and he will go back and see what he can do.

Council President Fitzpatrick mentioned how concerned he was about the pension numbers going up and how the future budgets of the Borough will look. CFO Considine reminded Council that pension numbers are something that cannot be changed.

Council President Fitzpatrick mentioned the banned interest is up. CFO Considine stated that we are paying ourselves. We are allowed to purchase the BAN and then in turn pay ourselves the interest.

Council President Fitzpatrick asked about the reserved for uncollected taxes. CFO Considine explained this is a formula used and can be tweaked only after we get a better budget number.

CFO Considine finished by saying he is working with the auditor to find some one-time fixes for a later discussion.

Councilman Weng asked if we are still looking at the second week of March to pass. CFO Considine answered it is his hopes to be ready, but he has passed budgets later with no trouble.

Mayor Razzo mentioned the work session meetings are going back to 7pm and we can dedicate more time to discuss budget items at future work sessions.

Councilwoman Milward asked how much do we need to cut for a zero increase. CFO Considine answered \$906,630.82.

Council President Fitzpatrick asked if Sony/Saxem posted any money. CFO Considine mentioned some of the professional's bills can be charged to the escrow moving forward.

Employees attending classes

Administrator McCafferty requested to Council to allow for 3 water/sewer employees attend the same class. After a discussion, Council agreed to send the 3 water/sewer employees to class.

Administrator McCafferty explained that the applicant for the Lucky Run and Officer Streater met to discuss the route of the run. Officer Streater found an issue with the original route and after a discussion, the route has been revised. The race will begin and end at Ballard Park and port-a-potties will be placed at the park also.

Councilwoman Milward made a motion to accept the revised route for the Lucky Run by the recommendation of the Police Department, seconded by Councilman Mazzola.

Roll Call:

Council President Fitzpatrick: yes

Councilman Kelly: yes

Councilwoman Milward: yes

Councilman Mazzola: yes

Councilman Weng: yes

Administrator McCafferty explained that we received a letter from the State requiring the Borough to inspect the dam at Alcyon Lake every two years and that we are late in doing this. Our Engineer has their subcontractor in place and they will have the report to the State by April 17, 2023. There is a resolution on the agenda at the next meeting.

Administrator McCafferty gave the Council an update on work being done at the armory on March 1, 2023, around noon. Additional sampling is being drawn with the hope of excavation happening in 3 weeks.

Mayor Razzo discussed the work being done on Glenmere and asked why the delay. Mayor Razzo continued to say the contract has been reviewed and the contractor has 45 days to complete the work and they are still within that time frame. Councilman Kelly explained in detail the work being done now. Solicitor Eleftheriou spoke to Fralinger Engineering and was told that 95% of the work is complete and they have till March 9th to complete the work. Solicitor Eleftheriou continued saying on the recommendation of the Engineer, they are going to hold off on the final pavement because they want the area to settle a little bit more, so the job may take longer than March 9th.

Mayor Razzo mentioned that Administrator McCafferty has started up the Supervisor meetings and if anyone wants to attend, we can work out a schedule.

Solicitor Eleftheriou mentioned that Lucille Petrillo, with Holly Glenn HOA contacted their office wanting an update on their request for reimbursement of services. Ms. Petrillo was asked to contact the Borough Administrator going forward. Currently we are still in the process of gathering the numbers. Mayor Razzo mentioned another complex (Pitman Mews) also mention this similar topic however there is a big difference since it is not a street but a parking lot.

Motion to close discussion: Councilman Weng
Time: 7:15 p.m.

Second: Councilman Mazzola

Public Portion

Motion to open to the public: Councilman Weng
Time: 7:15 p.m.

Second: Councilwoman Milward

Patrick Rumaker, 41 Simpson Avenue – Mr. Rumaker asked about the EDC event permit on the agenda for the regular meeting wanting to know if the EDC has the entire year booked for signage. Councilwoman Milward answered by reading the months listed on the original application. Mr. Rumaker then asked if the EDC would be amendable to have the EDI put up banners for some other months. Councilwoman Milward believes the EDC would work with the EDI.

Dan McAteer, Chief of Police, 110 S Broadway – The Chief wanted to bring the parking spaces at the Presbyterian Church to the attention of the Council. The Chief measured the curb line himself and has come to the conclusion that 3 parking spaces can go between the driveway to Broadway. If ok with

Council, the Chief would like to do that. The Chief will have them marked as parking spaces with no time mentioned. The Chief also stated he will make the changes to the ordinance and send them over to Solicitor. Mayor Razzo mentioned there are multiple changes needed to be made to the parking ordinance and we would like to do it at one time, along with cleaning up the language regarding Broadway, as there are many version listed in the ordinance currently. The Chief will start the sign audit tomorrow and will have it done by next meeting.

The Chief continued to report that the Narcan information mentioned at the last meeting is still being worked on. The report when finished will have the numbers from between 2018-2022 and he hopes to present them at the next meeting.

Walt Madison, 152 West Ave – Mr. Madison suggested another place to look at for parking is across from the post office, between the Baptist Church and old Borough Hall. The Chief question Mr. Madison if he was looking to allow parking on that side. Mr. Madison said yes. The Chief stated that it is too narrow to allow cars to park on both sides of the streets.

Motion to close public portion: Councilmen Mazzola
Time: 7:25 p.m.

Second: Councilwoman Milward

Miscellaneous

Mayor Razzo mentioned the Administrator sent out an email regarding the JIF training for elected officials which is now online.

Adjournment

Motion to adjourn: Councilman Kelly
Time: 7:26 p.m.

Second: Councilman Mazzola

Respectfully submitted,

Sandra McCafferty, RMC
Borough Clerk