

TOWNSHIP OF WASHINGTON  
BERGEN COUNTY, NEW JERSEY

PUBLIC BUDGET MEETING

February 10, 2018  
Saturday

The Township Council held a Budget Meeting in the Municipal Building, 350 Pascack Road. The meeting was called to order at 9:27 p.m. by Council President Michael DeSena, with the Council President leading a salute to the flag. Members present: Robert Bruno, Steve Cascio, Arthur Cumming, Michael DeSena and Michael Ullman. Also present: Peter Calamari, Mayor; Mary Anne Groh, Business Administrator; Susan Witkowski, Township Clerk; Ashley Morrone, Tax Collector.

This Special Meeting was called pursuant to the provisions of the Open Public Meetings Act. Notices of this meeting were emailed and provided to The Ridgewood News, Pascack Press, The Record and Community Life on February 6, 2018. In addition, copies of said notices were posted on the bulletin board in the Municipal Complex and filed in the office of the Township Clerk on the aforementioned date.

SALUTE TO THE FLAG

GENERAL PUBLIC DISCUSSION

A motion was made by Councilman Cascio, seconded by Councilman Bruno to open the general public discussion.

Ayes: Councilmen Bruno, Cascio, Cumming, Ullman, DeSena.  
Nays: None.

Seeing none, a motion was made by Councilman Cascio, seconded by Councilman Bruno to close the general public discussion.

Ayes: Councilmen Bruno, Cascio, Cumming, Ullman, DeSena.  
Nays: None.

DISCUSSION

2018 Budget Review

A discussion followed on increases in certain line items by Department heads, due to the fact that in the past they were not allowed to use the money in their budget. Lerch Vinci will be preparing the unaudited financial statements, which will now be uploaded on to a State website and available. Lerch Vinci contract runs for the fiscal year end 2017. The 2017 year end financial

statements get charged to the 2017 budget, and the audit for 2017 will be charged to the 2017 budget. A lengthy conversation followed on the surplus, if any monies are currently earmarked, which Ms. Morrone will check into, earmarking monies for capital projects and how to unlock the monies from the balance sheet. Ms. Morrone spoke of Council needing to decide how much they want to keep year to year as a surplus, the importance of not deleting the reserves and having a spending plan/planning ahead. A conversation followed on a number that should be in reserves, and what surrounding towns are doing that have a high credit rating such as the Township. A discussion also followed on canceling out ordinances and identifying the pockets of monies. As per Administrator Groh, monies do not arrive into surplus until they have not been spent for a year after they were budgeted. On the roll over in 2017, 2016 went into surplus. A conversation followed in having Department heads come in for discussion on their budget, particularly the DMF, Police Department and Fire Department. Administrator Groh has one additional class in the Spring for her QPA, then the exam. A conversation followed on professional development for all staff. Administrator Groh spoke of a form that requires half of the course to be refunded if an employee leaves within a two year period, which is currently in the employee manual. Salaries will be bypassed, Rice Notices will be issued. A conversation followed on setting up a meeting with Marlene Casey, the grant consultant. A discussion followed on the need for a labor attorney to review the PBA contract. This item will be flagged until there is additional research. A conversation followed on having an engineering study performed of all Township buildings.

PAGE #	LINE ITEM NO.	DESCRIPTION	INC	DEC	AMOUNT	FLAGGED
5	8-01-20-111-260	Council-Professional Services				X
8	8-01-20-121-210	Elections – Office Supplies		50.00	0	
10	8-01-20-130-470	Finance/Treasurer-Printing		100.00	0	
10	8-01-20-130-500	Finance/Treasurer-Misc. Expenses	100.00		200.00	
10	8-01-20-132-200	Financial Services Fee				X
12	8-01-20-150-110	Tax Assessor			25,000.00	X
13	8-01-20-150-240	Fin/Tax Assessor Sub. & Books	75.00		100.00	
15	8-01-20-155-260	Dept. of Law-Other Legal Services				X
15	8-01-20-156-260	Dept. of Law-Admin Prof Services			50,000.00	X
15	8-01-20-156-270	COAH-Legal Fees				X
15	8-01-20-156-280	COAH-Planner Fees				X
16	8-01-20-156-600	Law Admin.-Codification				X
16	8-01-20-160-200	Law-Tax Appeals				X
16	8-01-20-160-210	Law-Tax Appeals-Appraisers				X
16	8-01-20-165-201	General Engineering			83,000.00	X
16	8-01-20-165-202	Storm Water Mgt. Engineering Fees			5,000.00	X
17	8-01-20-406-110	Public Affairs – s/w Event Coord.			8,500.00	X
17	8-01-20-406-220	Public Affairs-Postage			1,500.00	X
17	8-01-20-406-240	Public Affairs-Holiday Decorations			7,500.00	X
17	8-01-20-406-320	Public Affairs-Website			6,000.00	X
17	8-01-20-406-470	Public Affairs-Printing			9,000.00	X
17	8-01-20-406-500	Public Affairs-Miscellaneous			5,000.00	X

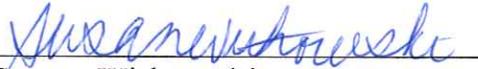
17	8-01-20-406-510	Public Affairs-Calendar			3,000.00	X
18	8-01-20-406-520	Public Affairs-Videotape Council Mt			9,600.00	X
18	8-01-20-407-000	WCTV Cable Television Expense			8,000.00	X
19	8-01-21-180-320	Plan Dept/Bd-Consultant Non-Leg			9,000.00	X

A motion was made by Councilman Cascio, seconded by Councilman Cummings to adjourn.

Ayes: Councilmen Bruno, Cascio, Cumming, Ullman, DeSena.

Nays: None.

Time noted: 12:27 p.m.

  
 Susan Witkowski  
 Township Clerk

  
 Michael DeSena  
 Council President

Approved: March 5, 2018