

BOROUGH OF LAVALLETTE (minutes)
BUDGET MEETING OF THE MAYOR AND COUNCIL
LAVALLETTE MUNICIPAL BUILDING – COUNCIL CHAMBERS
Thursday, February 9, 2012 – 4:03 pm

CALL TO ORDER: Mayor Walter LaCicero, presiding

ROLL CALL: Council Members Borowski, Zalom, Stogdill, Lamb, Horan and Filippone were present.
Councilman Borowski was absent.

Also present: Christopher F. Parlow, Borough Administrator/Municipal Clerk
Michele Burk, Chief Financial Officer

READING OF THE OPEN PUBLIC MEETINGS ACT STATEMENT: Notice of this meeting complies with the Open Public Meetings Act. Public Notice was given to the Ocean Star and the Asbury Park Press. Notice was posted on the Municipal bulletin board and the Municipal Website.

BUDGET HEARING: All Departments

Mr. Parlow stated that basically the most important pages of the municipal budget are provided to you. He also provided a binder that he stated provides the budget details if needed. Mr. Parlow reported that Sheet 4 through 11 of the budget document contains the revenue side of the budget. The way this budget is being presented today is with a zero tax rate. Sheet 4 of the budget document shows the surplus amount this year and is anticipated in the amount of \$775,000. In the start of 2011 the Borough had a \$1,036,000 of which \$668,000 was used to balance the budget. The Borough begins this year with a surplus balance of a \$1,223,000 which is an increase of almost \$200,000 from 2011 to 2012. We are still able to live within our means. We are doing exactly what we should be doing. We received substantial amounts of reimbursements from FEMA associated with the snow storms and Hurricane Irene. We also received almost \$30,000 from certain taxpayers that were not assessed on their home improvements. The Borough also received approximately \$80,000 in revenue from the cellular antennas that are installed on the water tower.

Councilman Lamb questioned if we are losing one of those antennae.

Mr. Parlow stated that the radio station is going to be leaving the end of 2013. We only receive \$4,400 from them when we receive close to \$30,000 from the other services up there. Also, the residents complain about bad reception from the radio station.

Councilman Lamb questioned if we will be looking for another tenant towards the end of 2012.

Mayor LaCicero questioned if we have to give them any notice of termination.

Mr. Parlow stated that he will check but we already advised them that we are not looking to renew their contract.

Mr. Parlow stated that looking for a new tenant is not a major process. We need to start with an RFP and he will start looking into that when the summer approaches.

Mayor LaCicero stated that we are above that surplus band so next year even if we have to take from that band we are still okay.

Council President Zalom stated that the tax increase for 2012 is flat nothing.

Mr. Parlow stated that Municipal Court was down in tickets last year we anticipated \$185,000 while this year we are only anticipated \$155,000. The beach fees were anticipated at \$780,000 last year but collected \$833,000 this year so we are anticipating \$800,000. Page 5 is still a question mark regarding this budget but we anticipated the same amount as last year consistent with the State Budget Law. Sheet 9 is the grant section which is a list of grants we have been receiving. We have not received any donations towards our fireworks yet this year we so did not put any anticipated revenue on that line.

Council President Zalom stated that she attended the LBA meeting and they are all donating this year towards the fireworks.

Mayor LaCicero stated that the grants that we are expected to receive will be added to our surplus.

Michele Burk stated that as the grant comes in it will be on the agenda for approval as a budget amendment.

Mr. Parlow stated that the grants have not been worked in the budget but the fireworks donation will be. The Clean Community Laborers are factored in the budget whether or not we receive the Clean Communities Grant. We also have budgeted for the fireworks and the concerts.

Councilwoman Filippone questioned the Drunk Driving Fund and is it going to go down.

Michele Burk stated that the DDEF is a bottle tax from the year before so our drunk driving is down for this year.

Mr. Parlow stated that the money that is collected in 2011 we set in the 2012 budget.

Mrs. Burk stated that the amount gets split in half with a resolution establishing how we spend these funds.

Council President Zalom stated that two of our concerts will be reimbursed by the Cultural Grant and the Ocean County Parks and Recreation.

Mr. Parlow stated that on sheet 11 Mr. Oliwa shows the tax rate calculation. The 2012 rate is flat.

Mr. Parlow stated that sheets 12 through 40D, the remaining sheets are the appropriation side of the budgets.

Mayor LaCicero stated that he could just give us the changes.

Mr. Parlow stated that the Municipal Clerk and Finance items are actually going down due to changing some of our work load and the requirements of the Construction Department have brought it down. We are continuing to appropriate \$60,000 for legal fees. Engineering was increased from \$17,500 to \$20,500 for the dredging project.

Mr. Parlow stated that Planning Board S & W have been reduced by \$4,050. The Planning Board Secretary has reduced her hours and we brought on a secretary for the Construction Department but her salary comes out of the Construction Trust Fund. The group health benefits are increasing from \$863,000 to \$882,000. We also apply the employee contribution of 2% their salaries.

Mr. Parlow stated that the Police Department is the lowest increase we have had is several years. The wages budgeted are lower because most of the officers have reached the top of the pay scale.

Mayor LaCicero stated that the biggest hurdle was getting to that highest pay scale. We should be good with those now.

Mr. Parlow stated that one of the police vehicles was totaled last year and received \$9,600 that we put in surplus. We have included that item in the police other expense budget. We will be replacing that vehicle in 2012.

Councilwoman Filippone questioned when the last time the vehicles were assessed as far as being in good shape.

Mr. Parlow stated that information could be obtained from the Chief.

Councilwoman Filippone raised a questioned regarding the retirement of police vehicles.

Mr. Parlow stated that the older vehicles are transferred to the code enforcement officer and then the code enforcement vehicles have been sold on Govdeals.

Councilwoman Filippone stated that we need to evaluate the new car that we have purchased and make sure that it has been worth the purchase. Her understanding is that it costs more for that new vehicle than the other vehicles we have.

Mr. Parlow stated that Emergency Management salaries and wages were increased due to addition of a stipend for the Public Works secretary for the submission of the FEMA reports.

The operating budget was also increase due to the purchasing of the Emergency Notification System.

Mr. Parlow stated that the prosecutor's office budget is going up \$2,000 due to the conflict prosecutor having some cases she is still working on. The Court S & W are going down to \$99,000 to \$96,000 due to the reduction in time required of the deputy. The Public Defender has been increased.

Mr. Parlow stated that we have put an extra \$20,000 for the dredging into the Public Works Budget. The Public Works S & W budget coming down this year. We budgeted \$40,000 in snow removal in 2011 and still have that in the trust fund. We have reduced the snow removal budget by \$20,000. The employees received a 2% increase.

Mr. Parlow stated that all health services budget will remain the same except for the recreation budget which will need to be increased from \$10,500 to \$17,100 due to the programs increasing. The beach budget is going from an eleven-week season to a ten-week season. Celebration of Public Events is increasing from \$15,000 to \$25,900 due to the 125th anniversary and the holiday decorations.

Mr. Parlow stated that if fuel prices go beyond \$4.15 a gallon by the end of the year we will have a problem funding the fuel costs. We currently pay a discounted price which is less then we pay at the pump.

Mr. Parlow stated that last year we put off the replacement of the Jacobsen Park playground equipment. We have included it in the budget for 2012.

Mr. Parlow stated that the debt service plan continues to pay down the projects without the need to go out to long term financing.

Councilwoman Filippone stated that we started this accelerated payment a couple of years ago.

Mr. Parlow stated that the utility budgets have also been balanced and will not require any additional rate increases in any of the funds, including sewer.

Mr. Parlow stated that in the capital budget we have put in the road improvements. Depending on what the State approves we might have to modify this budget.

Mr. Parlow stated that we have \$15,000 for improvements to the parks. There may be a requirement that we do some maintenance on the water wells.

Mr. Parlow concluded his report.

Mayor LaCicero asked if any of Council had any questions.

PUBLIC COMMENT / ADJOURNMENT:

Mayor LaCicero opened the floor to the public and asked if anyone wished to comment. No one wished to comment. The Mayor closed the floor to the public and asked Council for a motion to adjourn the Budget meeting.

A Motion was made by Councilwoman Filippone to adjourn the Budget Meeting. The Motion was seconded by Councilman Horan. Vote: All of Council was in favor. The Motion Passed.

The Budget Meeting was adjourned at 4:43 pm.

CERTIFICATION

I, Christopher F. Parlow, Municipal Clerk of the Borough of Lavallette, County of Ocean, State of New Jersey does hereby attest these to be a true copy of the minutes of the Budget Meeting held on the 9th day of **February 2012**

Christopher F. Parlow
Municipal Clerk

