

**BOROUGH OF PENNS GROVE  
MAYOR AND COUNCIL  
BUDGET WORKSHOP  
MEETING MINUTES**

**MARCH 26, 2019**

This meeting was called to order by Mayor John A. Washington, Sr., in the courtroom of Borough Hall, 1 State Street, Penns Grove, New Jersey. Mayor Washington gave the Open Public Meeting Statement.

Roll Call: Leon – absent, Oliver – absent, Pasquale – present, Scott – present, Washington, Jr. – present, Poindexter – present.

2019-3-60 – RESOLUTION PROVIDING FOR THE TRANSFERS OF THE 2018 BUDGET APPROPRIATION RESERVES

WHEREAS, it has become necessary to expend for certain purposes specified in 2018 Appropriation Reserves, amounts of the respective sums appropriated therefore; and WHEREAS, there is an excess in one or more appropriations in said 2018 Appropriations Reserves necessary to provide for the purposes of such appropriations; and WHEREAS, N.J.S.A. 40A:4-59: provides for the transfer of such excess amounts into the Appropriation Reserves which are insufficient;  
NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Penns Grove, County of Salem, State of New that transfers are hereby authorized to be made by and between the 2018 Appropriations Reserves.

	TO	FROM
TRANSFERS TO:		
PUBLIC SAFETY		
SALARY & WAGES		
Police Department	\$ 8,000.00	
TRANSFERS FROM:		
SALARY & WAGES		
Municipal Court		\$ 5,000.00
OTHER EXPENSES		
Group Health Insurance		\$ 3,000.00

Stephen Labb, Chief Finance Officer, advised that transfer is no longer needed, and requested Resolution is therefore, no longer necessary.

Motion to rescind by Pasquale; second Washington, Jr. All in favor.

BUDGET DISCUSSION:

Labb stated/addressed the following budgetary issues: Pension appropriations, Tax Appeal judgements, Debt Service schedule, a decrease in Joint Insurance Fund appropriations, Health insurance calculations-HIF decrease in appropriations, 2019 salary analysis; Concern regarding tipping fees and will contact Carney's Point Finance Officer for further discussion; Initial state Waiver for Code Enforcement Officer requested for no more than 25.99 hours per week. Labb further stated that hours are averaging 32.16, stating the need for waiver if hours continue, and the need for a \$6,000.00 adjustment.

Mayor addressed the need for a full-time Code Enforcement Officer, further addressing the approximate increase of \$32,000, which is not built into the budget.

Labb addressed the request in Transitional Aid, stating that the amount of aid determines the effect on the local tax.

Labb also addressed the mandated revaluation of property; increased interest on Bond Notes. Fred Caltabiano, Auditor, addressed the need for additional aid due of \$79,000.00 due to the mandated Revaluation of properties.

Pasquale questioned how to increase the tax collection rate.

Labb stated foreclosure and sale of properties will help, further stating that if Reval is accurate, collection will aid with collection rate.

Caltabiano stated 'past due' notices have been sent to the owner of Block 57, Lot 1, and addressed the owner's failure to pay current taxes.

Labb advised that the budget must be introduced by the first meeting in April.

After discussion, consensus to approve 32 work hours for Code Enforcement Officer, and 25 work hours for Housing Inspector.

Pasquale questioned the purchase of the fire truck.

Labb advised that any affect will be in the 2020 budget.

Motion to adjourn the meeting by Washington, Jr.; second Scott. All in favor.

Respectfully Submitted,

Sharon R. Williams, R.M.C.  
Municipal Clerk