

APPROVED ON April 13, 2015

WEST WINDSOR TOWNSHIP COUNCIL
Budget Work Session #1
February 23, 2015

CALL TO ORDER: President Maher called the meeting to order at 8:50 p.m.

STATEMENT OF ADEQUATE NOTICE

This is to advise that the notice requirement provided for in the "Open Public Meetings Act" has been satisfied. Notice of this meeting was properly given and transmitted to The Times and Princeton Packet; filed with the Clerk of the Municipality; and posted in the West Windsor Township Municipal Building at North Post and Clarksville Roads on February 11, 2015.

ATTENDEES: ATTENDEES: President: Maher; Vice President: Geevers; Council: Borek; Mendonez; Samonte; Mayor: Hsueh; Business Administrator: Schmid; Township Attorney: Herbert; Township Clerk: Young; Chief Financial Officer: Louth; Tax Assessor: Benner (9:11 p.m. - 9:33 p.m.); Parking Authority Chair: Lupo (8:50 p.m. - 9:10)

PUBLIC COMMENT

Ms. Alison Miller, 41 Windsor Drive, spoke about the remediation of the bus depot and the utilization of the parcel.

Ms. Schmid noted that this parcel is part of the redevelopment area. She commented that utilization of the parcel has not been currently determined.

Mr. John Church, 11 Princeton Place, noted that the actual fees the Township received for building permits was doubled what Administration proposed for 2014.

BUDGET DISCUSSION

2015 Budget Overview

Ms. Schmid spoke about the 2015 Municipal Operating Budget and Capital Budgets. She noted that the total expenditures for 2015 are \$38.1 million an increase of \$363,150 from 2014. Ms. Schmid explained that salaries represent 34% of the budget an increase of \$99,300. She outlined other expenses in the budget to include group insurance, brush disposal and refuse collection/recycling, payroll taxes, Stony Brook Sewage Authority fees, workers compensation and liability insurances which represent 66% of the budget.

Ms. Schmid outlined the revenue sources and spoke about the decrease of \$330,000 in projected UCC fees and the Fund Balance adjustment levels. She explained that to balance the 2015 budget, the amount to be raised by taxation is increased by \$693,142 a 3.06% increase over last year which is within the state-mandated CAP.

Ms. Schmid advised that the Capital Expenditures portion of the budget is part of a six year Capital Improvement Plan that accounts for ongoing investment in the Township's infrastructure and public improvements.

West Windsor Parking Authority

Mr. Lupo commented that the Parking Authority received over one million dollars in revenues for 2014. He reviewed the costs associated with the parking facility and noted that the fees for snow removal is the biggest challenge. Mr. Lupo advised that approximately two hundred and fifty parking tickets are written monthly resulting in around \$150,000 in fines. He spoke about the installation of a pay to park application, the waiting list for the Wallace Road lot, and a lighted path for the commuters at the Vaughn Drive lot.

Mr. Lupo outlined the proposed Capital Improvements and their priorities to include a parking lot security system and the new pay stations.

CLOSED SESSION:

Motion to go into closed session at 9:11 p.m.: Mendonez

Second: Borek

RCV: aye Borek

aye Geevers

aye Mendonez

aye Samonte

aye Maher

Ms. Young read the closed session resolution into the record:

Whereas, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during a Public Meeting, and

Whereas, the Township Council of West Windsor Township has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

Whereas, the regular meeting of this Township Council will reconvene; and

Whereas, the below stated subject matter shall be made available at such time as the issues discussed therein are resolved and its disclosure would not subvert any particular exception for convening a closed session.

Now, therefore, be it resolved that the Township Council of the Township of West Windsor will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12: For the discussion of potential litigation pertaining to tax assessments.

Meeting reconvened at 9:33 p.m.

Tax Assessment

Topics were discussed under closed session.

Mr. Benner noted that his Municipal Budget would be discussed at another time.

Township Clerk and Elections

Ms. Young reviewed her 2014 Accomplishments to include: the number of Government Records Requests, Resolutions, Ordinances and Contracts processed, facilitating the scanning of the large scale maps for Engineering, and the revisions and adoption of the Taxi and Soliciting Ordinances. She spoke about the goal of working with Community Development to continue the scanning of documents and large scale maps into the Laserfiche System.

Ms. Young outlined her budget requests for 2015, and explained her change of staffing in the Clerk Department.

Ms. Young reviewed her accomplishments and goals in the Election process. She spoke about West Windsor Township participating in a pilot program for electronic submission of Election results that will be utilized for the 2015 Elections.

Township Attorney

Mr. Herbert reviewed his 2014 Accomplishments and 2015 Goals. He outlined the number of litigation cases that have been resolved, and spoke about working on the Township's affordable housing requirements. Mr. Herbert advised that he will be working with special counsel on Union contract negotiations and labor issues.

Mr. Herbert reviewed his budget requests, and noted that his budget is set at \$300,000 which is the same request as 2014.

Discussion ensued over litigation costs decreasing because of the number of cases that have been settled and the potential for additional legal actions.

Mr. Herbert spoke of the cap for costs associated with Council that is listed in his professional services agreement. He advised that he will honor the cap at \$20,000 and will work with Finance on deducting the overage.

Ms. Geevers inquired about Administration's legal costs increasing over the past several years.

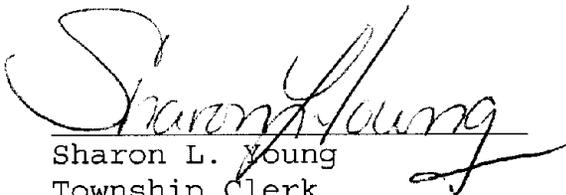
Mr. Herbert detailed his services rendered to Administration and advised that he will work with Administration to make things more efficient.

President Maher asked about having a cap for Administration's legal costs.

ADJOURNMENT

Motion to adjourn: Mendonez
Second: Borek
VV: all ayes

The meeting was adjourned at 10:09 p.m.


Sharon L. Young
Township Clerk
West Windsor Township