

APPROVED: July 12, 2010

WEST WINDSOR TOWNSHIP COUNCIL
SPECIAL BUSINESS SESSION
May 28, 2010

CALL TO ORDER: President Borek called the meeting to order at 9:00 a.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 May 25, 2010.

ATTENDEES: President: Borek; Vice President: Geevers; Council: Ciccone, Khanna, Morgan; Business Administrator: Hary; Township Attorney Representative: Cayci; Chief Financial Officer: Louth; Township Clerk: Young

SALUTE TO THE FLAG

Ms. Young led the salute to the flag.

PUBLIC COMMENT

There was no public comment.

COUNCIL MEMBER COMMENTS

Ms. Geevers reminded everyone of the Memorial Day Parade and Ceremony to be conducted Monday, May 31, 2010 at 11:00 a.m. at the Municipal Complex.

RECOMMENDATIONS FROM DEPARTMENT HEADS AND/OR DIVISION MANAGERS

ADMINISTRATION

2010-R127 Authorizing Local Examination of the 2010 Budget

Ms. Louth explained that this resolution allows the Township to do a self-examination of the municipal budget and that the State reviews the budget every third year.

Mr. Morgan voiced his opposition to resolution 2010-R127.

A brief discussion ensued among members of Council regarding self-examination of the Township budget.

Motion to approve: Khanna

Second: Geevers

RCV: aye Ciccone

aye Geevers

aye Khanna

NAY Morgan

aye Borek

2010-R128 Authorizing the 2010 Emergency Temporary
Appropriations

Ms. Louth explained that this action is needed to add three grants which have been received to the budget.

Ms. Ciccone questioned the total budget figure in the resolution.

Ms. Louth explained that this is an accumulation of the emergency temporary appropriation resolutions previously approved.

Motion to approve: Ciccone

Second: Geevers

RCV: aye Ciccone

aye Geevers

aye Khanna

aye Morgan

aye Borek

RECOMMENDATIONS FROM COUNCIL AND/OR CLERK

INTRODUCTION OF ORDINANCES

2010-13 AN ORDINANCE AUTHORIZING A COST OF LIVING ADJUSTMENT
(COLA) OF 3.5 PERCENT AND THE RE-ESTABLISHMENT OF CAP
BANKING

Ms. Louth explained that this authorization is not needed to support the 2010 budget, but she highly recommends that the Council approve this action. She advised that this will allow the funds not spent in the 2010 budget to be banked for up to two years to assist with future budget appropriations if necessary.

Mr. Morgan noted he does not recommend adoption of this ordinance.

Motion to introduce: Khanna

Second: Geevers

RCV: aye Ciccone

aye Geevers

aye Khanna

NAY Morgan

aye Borek

The Public Hearing for Ordinance 2010-13 is scheduled for the June 28, 2010 Business Session.

2010 BUDGET INTRODUCTION

Mr. Morgan inquired how the Council can introduce a budget without a document in front of them.

President Borek noted that Council made recommendations for reductions to the 2010 budget which have been incorporated into the final document and which is authorized by the State.

Ms. Louth advised that a summary of the changes has been submitted to members of Council. She informed Council that the tax levy is now \$20,978,376.61, a 1.9% increase over the 2009 tax levy which calculates to a 1.4 cent tax increase. Ms. Louth

noted that this is an increase of approximately \$75.00 on the average assessed home over 2009.

Ms. Geevers inquired about the part-time positions which have been removed from the budget and inquired how Administration determined what positions were "non-essential". She noted that Council took specific votes regarding budget cuts.

Ms. Ciccone suggested that Administration show the members of Council where the changes have been made on the Official State Budget document page by page which Council just received today.

Discussion ensued over the validity of the numbers and the changes of format in the budget presentation. It was requested that Administration give more details regarding personnel and overtime adjustments to the budget.

Mr. Hary advised that he has the responsibility to make the recommended decreases per Council's direction.

Ms. Cayci advised that Administration used their discretion to make the reductions requested by Council. She noted that because of the Township's form of government, Council has the authority to mandate changes; however, it is Administration's responsibility to implement them.

Ms. Ciccone noted that the question is how the decision was made to determine who is "essential" and who is "non-essential".

President Borek advised that it is Administration's decision on what is in the best interest of the Township. He noted that it is not within Council's purview to micromanage.

Ms. Cayci reminded Council that under West Windsor's form of government the administration of personnel lies with the Mayor and Administrator.

Mr. Hary outlined the seven positions that were removed from the 2010 budget. He presented scenarios on other positions as to why they were essential for the smooth operation of the Township to include the receptionists and the night custodian positions.

Ms. Ciccone noted that additional dialogue is needed for the 2011 budget to avoid these types of last minute discussions for the next budget process.

Mr. Morgan expressed his views on follow-up items which have not been addressed by the Administration. He noted he is against using one-time funds such as the sale of a liquor license to reduce the budget. Mr. Morgan noted that the Township has to be more stringent on the budgeting process and that it would be better to increase the budget than use one-time appropriations.

Mr. Khanna advised that he is not willing to micromanage Administration and that additional steps will need to be taken in the future to be more disciplined in the budget process.

Ms. Ciccone advised that Council has to be more diligent in requiring Administration to respond to Council requests. She noted that she wanted a zero increase, but with the unanticipated State cuts she had to reconsider her position. Ms. Ciccone advised that the use of the liquor license funds was a one-time shot and should not be repeated. She noted that the commitment to do an efficiency study by the Mayor and Administration before the next budget cycle is a step in the right direction. Ms. Ciccone noted that several possible tax relief suggestions have been made by members of Council during the budget meetings that should be explored by Administration in the coming months. She suggested an aggressive marketing plan be put in place to promote West Windsor Township to the business community.

Ms. Geever noted that the Governor has had tremendous challenges, revenues are down, and further cuts will be needed. She suggested that contract negotiations, longevity, out of title pay, all add to increasing the budget. She suggested a formal process to review the union contracts and the possibility of setting up a sub-committee of Council to review and make suggestions with regard to policy changes.

President Borek advised that the budget offers a minimal tax burden. He noted that additional challenges are ahead if the 2.5% budget cap is approved.

Motion to introduce the 2010 budget: Khanna
Second: Ciccone:
RCV: aye Ciccone
aye Geevers
aye Khanna
NAY Morgan
aye Borek

Public Hearing on the Budget is scheduled for the June 28, 2010
Business Session.

COUNCIL REPORTS/COMMENTS

Ms. Ciccone reported that the Planning Board will be having a
joint closed session with the Council regarding litigation. She
advised that the Environmental Commission would like to update
the Council at a work session on the Sustainable New Jersey
certification process.

Ms. Geevers requested that at a future agenda session topic
should be discussion of union negotiation strategies.

ADDITIONAL PUBLIC COMMENT

No public comment.

ADJOURNMENT

Motion to adjourn: Khanna
Second: Ciccone
VV: All approved

The meeting was adjourned at 11:00 a.m.

Sharon L. Young
Township Clerk
West Windsor Township