

**MEETING CALLED TO ORDER:**

Mayor Metzner called the meeting to order at 6:54pm.

**SALUTE TO FLAG:**

All present pledged their allegiance to the flag of the United States of America.

**OPENING PRAYER:**

The Municipal Clerk provided the opening prayer.

**ROLL CALL:**

Karen D. Gibison, Committeewoman, present  
Anthony J. Tomasello, Committeeman, present  
Karl Wm. Auwarter, III, Committeeman, absent  
Nick LoSasso, Committeeman, present  
Marie D. Lawrence, Committeewoman, present  
Anthony R. Mitchell, Committeeman, present  
Charles Flamini, Committeeman, present  
John Wilson, Committeeman, present  
Sue Ann Metzner, Mayor, present

**OTHER OFFICIALS PRESENT:**

Joseph Gallagher, Township Administrator; Steve Dringus, CMFO; Deborah A. Puchakjian, Municipal Clerk; Ed McGlinchey, Supt. of Public Works; Herb Leary, Construction Official; Steve Kessler, Tax Assessor; Donna Iuliucci, Parks and Recreation Director; Chief Bello, WTPD; Capt. Bartuccio, WTPD; Sgt. Ostermueller, WTPD; Joe Bigwood, Deputy Emergency Management Coordinator; Charles Stevenson, Supt. of Municipal Utilities; Constance Hegyi, Tax Collector; Robert Castagna, Purchasing Agent; Committeeman-elect Russell Bates and Kim Lombardo, Recorder.

**“OPEN PUBLIC MEETINGS LAW” ANNOUNCEMENT:**

Mayor Metzner stated this meeting is being conducted in full compliance of the “Open Public Meetings Law” and notices were sent to the Courier Post, Record Breeze, Philadelphia Inquirer and other news media. In addition, the notice was provided on the Official Bulletin Board. This meeting is being electronically recorded.

**EMERGENCY EXITS:**

Mayor Metzner stated to please be aware in the event of an Emergency, all persons in the Courtroom should exit the courtroom quickly and orderly, using the two main doors in the courtroom and then locate the nearest exit to safety. In addition, all cell phones shall be turned off or placed on vibrate during the Township meeting.

**PURPOSE:**

Mayor Metzner stated the purpose of the meeting is to conduct a Budget Workshop Meeting for the purpose of discussing and/or acting upon Budget Matters and/or any items of emergent nature or time sensitive.

**BUDGET WORKSHOP:**

Mr. Gallagher thanked the Department Heads for attending tonight's meeting. He then presented the budget to the Governing Body as submitted by each department.

Mayor Metzner also thanked the Department Heads for submitting their budgets in early.

Mr. Dringus stated the purpose of this budget presentation is to make any modifications.

**Administrative and Planning/Zoning Department**

Messrs. Gallagher and Dringus went over the budget for these departments.

Committeeman Flamini questioned the accumulative sick leave, to which Mr. Dringus explained.

A discussion took place regarding the budget line items.

**Municipal Clerk/Board of Health**

Mr. Dringus went over the Clerk's Office budget and answered questions.

Mrs. Puchakjian explained the overtime budget request.

Committeeman Mitchell questioned why there is a line item for the Star Center in the Clerk's budget.

Mr. Gallagher explained the Star Center falls under Parks and Recreation Department.

### Municipal Court

Mr. Dringus went over the Court Office's budget submitted by Ms. Fitting.

Committeeman Flamini questioned the hiring freeze, to which Mr. Gallagher explained. There are no new hires.

A discussion took place.

***Mrs. Iulucci was excused.***

### Police Department

A discussion took place regarding the Governor allowing pension payments to be reduced by fifty percent (50%).

Mr. Dringus went over the police department's budget.

The Governing Body members posed questions, to which Sgt. Ostermueller and Mr. Gallagher responded.

A discussion took place regarding the need for computers in the police department.

### Tax Assessor's Office

Mr. Dringus went over the Tax Assessor's budget.

Committeewoman Lawrence discussed a salary increase for Terry Stagliano, for which she supports.

A discussion took place regarding employee evaluations/promotions.

Mr. Gallagher will seek legal advice from Mr. Patterson with regard to providing employee evaluations to the Governing Body.

A discussion took place regarding construction at the Johns Mansville company site.

### Construction/Code Enforcement

Mr. Dringus went over the budget for Construction Office.

## SPECIAL MEETING OF THE MAYOR &amp; TOWNSHIP COMMITTEE

Mr. Leary explained the “out-of-title” salary. He would like to remove the Technical Assistant title in his office. He requested a stipend be paid to Barbara Householder for the additional duties she handles for COAH.

Mr. Leary explained the difference between Technical Assistant and housing inspector duties.

A discussion took place regarding duties of housing inspectors and the corresponding salaries.

Mr. Herb discussed the landlord registration.

A discussion took place regarding the Code Enforcement Officers maintaining a log sheet.

### Emergency Management

Mayor Metzner questioned purchase of equipment, to which Mr. Bigwood responded.

### Tax Collector

Mr. Dringus went over the Tax Collector’s budget.

Ms. Hegyi noted there are minor changes to their budget.

***Ms. Hegyi left the meeting.***

### Public Works

Mr. Dringus went over the budget for Public Works.

Committeeman Flamini questioned maintenance contracts, to which Mr. McGlinchey responded.

A discussion took place regarding fuel costs and its effect on the Public Works budget.

A discussion took place regarding Parks & Recreation merging with the Public Works Department.

A discussion took place regarding the cleaning service contract for next year.

NJ Department of Agriculture Letter dated November 14<sup>th</sup> regarding 2009 Gypsy Moth Program

Mr. Dringus explained the costs related to gypsy moth spraying.

Mrs. Puchakjian explained the costs and amount of acreage to be sprayed. The State set a deadline of December 19<sup>th</sup> to respond with regard to the municipality participating in the gypsy moth program.

**A Motion** was made by Committeeman LoSasso and seconded by Committeewoman Gibison to approve participation in the 2009 gypsy moth program. The motion carried.

Mr. McGlinchey discussed the services provided to the residents in the public works yard and possibility of eliminating same.

Municipal Utilities Department

Mr. Dringus went over the water and sewer department's budget.

Mr. Stevenson discussed salary increases and the loss of one meter reader.

A discussion took place.

Mayor Metzner questioned position titles in the water and sewer department, to which Messrs. Dringus and Stevenson explained.

Committeewoman Gibison questioned Lou Bowman's position, to which Mr. Stevenson responded.

***Committeeman Mitchell left the meeting.***

Mr. Gallagher requested an explanation of all requests for salary increases.

Committeeman LoSasso discussed the MTBE settlement being part of the infrastructure in this department.

Treasury Department

Mr. Dringus went over his department's budget.

A discussion took place regarding the new payroll person in the department and payroll employee possibly retiring.

Miscellaneous

Mr. Dringus explained.

Committeeman LoSasso discussed Governor Corzine's speech with regard to salaries and layoffs.

Committeeman Flamini requested this budget workshop in order to get a good prospective of the expenses for the upcoming year. He would like to investigate the possibility of doing a joint fireworks display with another municipality.

A discussion took place regarding budget preparation/obligations.

**PUBLIC PARTICIPATION:**

Russell Bates, 114 White Cedar Drive – He stated he wants to participate in closed executive session.

Committeeman Flamini will make a motion to include Mr. Bates in Executive Session in the future.

**ADJOURNMENT:**

**A Motion** was made by Committeeman LoSasso and seconded by Committeeman Tomasello to adjourn the meeting at 10:00 a.m. The motion carried.

**PREPARED BY:**

Deborah A. Puchakjian, RMC  
Municipal Clerk  
Township of Winslow

DAP/lld

Total Meeting Time 4 Hours and 6 Minutes