

**CITY OF NORTHFIELD BUDGET WORK SESSION  
FEBRUARY 12, 2015**

At 4:57pm, this meeting was called to order by Shannon Campbell, Deputy Clerk. It was advertised in the Press of Atlantic City on February 7, 2015, in accordance with Public Law 1975, Chapter 231.

**FLAG SALUTE**

The flag salute was led by Council Pro Temp Dewees.

**ROLL CALL** Present: Dewees, Lischin, Murray, O'Neill, Perri, Piergiovanni, Travagline

Mayor Chau was not in attendance.

Also in attendance were CFO Dawn Stollenwerk and Municipal Clerk Mary Canesi.

Council President Travagline welcomed everyone to the meeting and deferred to CFO Stollenwerk.

CFO Stollenwerk asked everyone to look at the 2015 timeline summary. She took requests from all departments. With all initial requests the City was at a \$0.09 tax increase, after recommendations from the finance committee we are at \$ .058. The City lost \$61.5 million in assessments translating to approximately \$500,000.00 in lost revenue. She also stated valuations have fallen, the sewer fee has gone up, the court revenues are down, the surplus decreased, used 53% of surplus.

Council President Travagline asked Ms. Stollenwerk to go over the surplus figures.

CFO Stollenwerk explained there is \$400,000.00 less in surplus, we are using 62% of available surplus for this budget. Budgets are tighter, and there is no excess money.

Discussion ensued regarding the projected court costs and whether additional police officers will change the numbers.

CFO Stollenwerk discussed the library reserve, and the increase in health insurance. She stated that all employees are contributing in top the tier, the emergency appropriations for revaluations are not figured in the budget. The budget does include the leasing of 3 additional cars, 2 officers and 2 part-time firefighters. It was the recommendation of the Finance Committee to not approve extra personnel in the Zoning department. They are recommending the funding for Birch Grove Park's additional employee; this is not a legal budget as appropriated with the 2% cap.

*5:09pm Councilman O'Neill left the room.*

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Discussion ensued regarding Emergency Management requests; the Finance committee recommended the OEM Coordinator prioritize his requests. Council discussed the generator grant and how it will save on manpower.

*5:11 Councilman O'Neill returned.*

Councilman Perri questioned whether or not EHT can provide the Nixle 911 reverse call capability.

Councilman O'Neill explained that the Fire Department is working to reduce the overtime and believes that the part-time employees could cover the shifts.

*5:13 May Chau entered the meeting.*

Discussion ensued between Council, CFO Stollenwerk, Chief Hickey and Acting Captain Newman regarding the leasing of new police vehicles and the need for the department to purchase new vehicles due to the age of some the existing cars and costly repairs of the cars with high mileage.

CFO Stollenwerk stated there are no leased vehicles now, the previous Mayor did not enter into a lease agreement, and all vehicles were paid for as of 2014.

Acting Captain Newman explained why the department is in need of SUV's. The department currently uses the OEM vehicle or Fire Department vehicle in storms.

CFO Stollenwerk noted that SUV's could be bonded and she suggested council bond them due to the low rates.

Council President Travagline took a straw poll and all agreed to bond 3 vehicles.

Council suggested that vehicles being replaced in the police department go to other departments such as Zoning and Birch Grove Park.

Council President Travagline asked if there were any more questions on appropriations, seeing none, he moved to personnel requests, discussed said requests, and confirmed that the Zoning position is not in the budget.

Councilman Dewees and CFO Stollenwerk discussed the Buildings and Grounds stipend; Dewees requested an increase. CFO Stollenwerk commented that the employee is being changed to an exempt status, and the stipend will be rolled into her pay.

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Council President Travagline asked for revenue from Birch Grove Park from 2014, the budget asked for an additional worker, the park brought in \$75K last year; more staff would bring in more revenue.

Council discussed the camp ground, and ideas to bring in more money. The new position would be mainly for maintenance but can help in other areas as needed. The camp ground brought in \$29,000.00 last year.

Councilman O'Neill and President Travagline went over the Fire Department requests; the Committee recommended no promotion, no new hire, and the funding of 2 part-time. Part-timers can help with overtime, but still have equipment costs.

Councilman Perri asked where the \$30k figure come from for the employee salaries.

CFO Stollenwerk stated there was no part time salary in contract, the Finance Committee researched and came up with number.

Council President Travagline, CFO Stollenwerk and Chief Hickey discussed the request for additional Police Officers. The funding is in place for 2 full time officers and benefits. They discussed the guidelines regarding the number of special officers the department can have. The department did receive a \$45k grant commitment that is offsetting salary and wages, the department received \$60k for 2014, since the number of officers is reduced grant is reduced, 19 officers now, if 2 more grant may go up.

Council President Travagline suggested everyone take their budgets and go over them, come back next week with suggestions to tighten up their numbers.

CFO Stollenwerk asked everyone to look at capital projects, she would the City to introduce a capital Ordinance this year to start road programs, would like to sell both notes at the same time, wants to keep new bonding under \$5million. Radios for Police and Fire need to be addressed as soon as possible. She said DOT funding is frozen, road repairs may need to be done ourselves.

Council President Travagline opened this meeting for any member of the public to speak on any topic, seeing no one the public session was closed.

Council President Travagline read the meeting notices.

At 6:04pm, on motions properly made and seconded, this meeting was adjourned.

Respectfully submitted,

Shannon Campbell, Deputy Clerk