

**WORKSHOP MEETING MINUTES
TOWNSHIP COUNCIL – TOWNSHIP OF OCEAN**

MARCH 7, 2012

OAKHURST, NEW JERSEY

The Workshop Meeting was held in the Council Conference Room, Town Hall, 399 Monmouth Road, Oakhurst, NJ 07755 beginning at 5:30 p.m.

Present: Deputy Mayor Siciliano
Councilmember(s) Garofalo, Schepiga, Evans

Absent: Mayor Larkin

Others: Martin Arbus, Esq., Township Attorney
Andrew Brannen, Township Manager
Vincent Buttiglieri, Township Clerk
Stephen Gallagher, Director of Finance

In Mayor Larkin's absence, Deputy Mayor Siciliano announced that the notice requirements of the Open Public Meetings Act for this meeting have been satisfied; a copy of the Annual Notice was sent to the Asbury Park Press and The Coaster, posted in Town Hall and filed in the Office of the Township Clerk on December 5, 2011.

ITEM FOR DISCUSSION:

SUBJECT: 2012 Municipal Budget

ACTION: Andrew Brannen, Township Manager, and Stephen Gallagher, Director of Finance, gave a budget presentation and discussed the following:

Revenues:

The Township used to realize 12%-13% from State Aid and now realize only 8% while tax revenue has remained constant at approximately 60% and Surplus has remained at between 21%-22%.

Appropriations (within CAPS):

Debt Service is approximately \$2.7 million, Reserve for Uncollected Taxes is approximately \$4.0 million and Deferred Charges are \$54,000.00.

Appropriation Pressures:

- Heath Insurance (HIF) – the Township can design a Plan and the premium is based on that specific Plan.
- Pension Costs – the Township has experienced some relief in 2012 but it is anticipated that 2013 will be higher than 2011
- COAH – to date we have settled with two of the litigants and have two outstanding matters
- Defense of Tax Appeals

Revenue Pressures:

- Reduced Assessed Values – has decreased \$20 million in 2012 and another \$9 million in 2011
- Reduced Interest Income – the Township received \$1 million in 2007 but only realized \$137,000 in 2011
- Reduced State Aid – the Township has lost approximately \$1 million dollars from 2007 to 2012
- Reduced reliance on Surplus – the Township utilized \$7.5 million in the 2010 budget and only \$6.8 million in the 2012 budget

Appropriation Controls:

Salary & Wage:

- 24 full time positions have been eliminated since January 1, 2008
- Total Salary & Wage budget is lower in 2012 than it was in 2009, 2010 or 2011

Operating Expenses:

- Sustainable Energy Meeting – Joint Energy Purchase (Electric & Natural Gas) – significant savings
- Lower telecommunication Costs - \$1,200 - \$1,500 less per month
- Decreased equipment maintenance costs
- Decrease in HVAC maintenance costs
- Decrease in payroll and banking services
- Strategic application of technology to assist with the reduction in live personnel

Non-Tax Revenue Enhancements:

- Shared Service Agreements – TOSA, 911 Dispatch Services, Municipal Court and Office Rental, Court Security Services, Board of Education
- Outsourcing of Delinquent Court Fines
- FEMA Grants and Reimbursement for 2011 Flood and Storm Damage
- Semi-Annual review of fees and rates
- COAH Development Fee Ordinance
- Grants – Green Acres, Safe Route to Schools, Sustainable NJ, ANJEC, CDBG

Surplus:

Township regenerated	\$6,953,704.60
Fund Balance at end of 2011	\$7,913,563.40
Surplus Anticipated in 2011 Budget	\$7,249,437.00
Surplus Anticipated in 2012 Budget	\$6,840,000.00
2011 Surplus after Budget	\$ 959,858.00
2012 Surplus Program	\$1,073,563.40

Reserve for State Tax Appeals – Township has \$750,000.00 allocated in the 2012 budget and it is anticipated budgeting \$600,000.00 in 2013.

Council Comments on the Budget:

Deputy Mayor Siciliano stated that after reviewing the proposed Budget, he would recommend that a further review into the appropriations side of the budget be done to minimize the potential tax increase to under one cent.

Councilmember Garofalo stated that an additional \$400,000.00 in anticipated revenue was identified when reviewing the proposed budget. However, once this revenue is anticipated then that same revenue source must be anticipated in subsequent budgets.

SUBJECT: Animal Control Update

ACTION: Andrew Brannen reported that if the Township wished to proceed with having a “fly-over” done to assist the Township in identifying the number of deer inhabiting Ocean Township, a decision needs to be made as soon as possible, other wise this will have to wait until December 2012 to be done. After discussion, it was deemed to move forward.

COUNCIL REPORTS:

No additional Council Comments were received.

PUBLIC COMMENTS:

Don Geiger inquired as follows:

- COAH – is the Township going to see a slowdown in the expenditures for this matter

Mr. Brannen stated that it should decrease a little but as long as the litigation is ongoing, expenditures will continue. Even once the litigation is over, the Township will then have expenditures dealing with the implementation of the Housing Plan.

- Revenue Enhancements – where will this come from

Mr. Brannen stated that these could come from a number of sources including fees, grants and other sources that are made available.

Seeing that there were no Public Comments, Deputy Mayor Siciliano read the following:

**RESOLUTION
DECLARING CLOSED SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Ocean, County of Monmouth as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
 - C1. Litigation – COAH
 - C2. Contract – PBA/SOA
3. It is anticipated at this time that the Municipal Clerk shall on a six (6) month basis, review the minutes of closed sessions of the Township of Ocean and make a recommendation to the Governing Body which minutes should be considered for public record. The minutes which are made public shall not thereafter be treated as confidential, but may be seen and copied by any person(s) in the same manner as any meeting minutes of the Township of Ocean.
4. This resolution shall take effect immediately.

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve			X		
Motion to Second		X			
Approved	X	X	X	X	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

Seeing that there were no additional comments, the meeting was adjourned.

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve				X	
Motion to Second		X			
Approved	X	X	X	X	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC/MMC
Township Clerk