

**MONTAGUE TOWNSHIP
BUDGET WORKSHOP MEETING**

JANUARY 28, 2021

MINUTES

Mayor Innella called the session to order at 4:30 p.m. and indicated that adequate notice had been provided to the New Jersey Herald and The Sunday New Jersey Herald for publication in which notice was given of the date, time, place and general agenda of meetings in accordance with the Open Public Meetings Act, P. L. 1975, c. 231.

FLAG SALUTE: All present were asked to join in the Pledge of Allegiance.

ROLL CALL: The Municipal Clerk was asked to call the roll.

Present were: Ms. Crawford, Ms. Martin, Mr. Merusi, Mr. Zitone and Mayor Innella. Also present were, Municipal Clerk Eileen DeFabiis, and CFO Sharon Yarosz

Absent: None

2021 BUDGET WORKSHOP DISCUSSION

Mayor Innella invited the representative from the Montague Volunteer Fire Department, Keith Lamberson, to come forward and speak on their 2021 Fire Department Donation request. Keith Lamberson, Montague Fire Department Treasurer, commented that the Fire Department has recently paid off one of their loans for rescue equipment, which was at a cost of about \$500 per month, but they now will be paying toward a new loan for the air packs which will be about \$1,000 per month. This new loan will also require a large deposit. Mr. Zitone asked if this item is bondable. Ms. Yarosz replied that she would confirm with the Township Auditor to see whether or not they could take money out of capital for this. Fire Chief Ryan Riegel then added that he would be applying for the AFG Grant this year as well for the Air Packs. The Committee then discussed some options with the Fire Department for budgeting these types of items going forward as well as other options for purchasing these items, and other items, that will be required for operation of the new Firehouse and Community Center. The Committee decided that the 2021 donation to the Fire Department would be \$100,000.

CFO, Sharon Yarosz, provided the Committee with a sheet of projected salary increases, one with a 2% increase and one with 3% increases. Ms. Yarosz also informed the Committee that she would like an increase for her position as Land Use Board Secretary as the workload has become much more than originally anticipated. Ms. Yarosz is asking for an increase of \$3,000 for her Land Use Board annual salary. The Committee agreed to this increase.

The Committee also discussed the following line items within the budget: Vital Statistics Salary and Wages and O&E; Mayor and Council Salaries; Municipal Clerk Salary and Wages, O&E, Codification, Elections, Publications, Postage, Seminars and Meetings, Dues, Supplies, Service Contracts and Payroll; Financial Administration Salary and Wages, O&E; Audit Services; Computer Service and Office Equipment; Collection of Taxes Salary and Wages, O&E, Grant Writer; Tax Title Liens; Assessment of Taxes Salary and Wages and O&E; Legal Services & Costs; Engineering Services and Costs; Land Use Board O&E and S&W; COAH; Fire Sub Code Official Salary and Wages; Code Enforcement Salary and Wages and O&E; General Liability and Workers Compensation; Group Insurance for Employees; Health Benefit Waivers; Unemployment Compensation Insurance; Constable Salary and Wages; Public Safety O&E (Sheriff's Patrol); 9-1-1 System O&E; Emergency Management and Flood Mitigation Salary and Wages and O&E; First Aid Organization Contribution; Uniform Fire Safety Act Inspections, Salary and Wages, and O&E; Fire Prevention O&E; Public Safety O&E; Streets and Roads Salary and Wages, O&E, Repairs, Uniforms, Supplies, Parts and Supplies, and Various Roads; Snow Removal Salary and Wages; Snow Removal O&E; Grit and Salt; Recycling Salary and Wages; Garbage and Trash Removal; Public Buildings and Grounds Salary and Wages and O&E; Fire Hydrant Service; Board of Health Salary and Wages; Dog Regulation O&E; Recreation & Education O&E; Senior Citizens Donation; Historical Society; Celebration O&E; Electricity; Telephone; Fuel Oil; Gasoline; Contingent; Public Employee's Retirement System; Social Security; Small Cities Grant; Clean Communities Grant; Recycling Tonnage Grant; Municipal Court O&E. Also, Capital Improvement Funds including: Improvements to Roads; Purchase of Road Equipment; Purchase of Salt Shed;

Approved: April 13, 2021

Construction of Fire House; Office Equipment; Loan Repayments for Principal & Interest; and Resolution for Uncollected Taxes.

The Committee touched based on the salaries once again. Mayor Innella suggested giving a 3% raise to the statutory positions, which include the CFO, Tax Assessor, and Municipal Clerk. The majority of the Municipal Committee agreed to a 3% salary increase for the above-mentioned positions and a 2% salary increase for all other municipal employees, excluding flood mitigation, OEM, Buildings and Grounds, Constable, Clerk Assistant, and new hires of less than one year.

The next Budget Meeting Workshop will be on Thursday, March 4, 2021 at 4:30 pm.

PUBLIC PARTICIPATION

Mr. Merusi motioned to open to the public. Ms. Crawford seconded, and the motion carried with all in favor.

There being no comments from the public Ms. Martin motioned to close to the public. Ms. Crawford seconded, and the motion carried with all in favor.

ADJOURN

Ms. Crawford made a motion to adjourn the meeting at 6:38 p.m. Mr. Zitone seconded, and the motion carried with all in favor.

Respectfully submitted:

**Eileen DeFabiis, RMC
Municipal Clerk**