

**MINUTES OF THE REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF HAMBURG HELD ON MARCH 16, 2015 AT THE MUNICIPAL BUILDING, 16 WALLKILL AVE., HAMBURG, NJ**

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**CALL TO ORDER:**

Mayor Marino will called the meeting to order at 7:30 p.m.

**SALUTE TO THE FLAG:**

**ROLL CALL:**

Mayor Marino requested a roll call:

Present:	Councilman Krasnomowitz	Councilman Garrett
	Councilman Burd	Councilman Sena
	Mayor Marino	Councilman Law
Absent:	Councilmember Barr	
Also Present:	Doreen Schott	

**STATEMENT OF CERTIFICATION:**

Clerk will advise:

Adequate notice of this meeting has been provided to the public and the press January 9, 2015 by delivering to the New Jersey Herald and the Sunday Herald and posting at the Municipal Building a copy of the "Annual Notice of Meetings" pursuant the provisions of the "Open Public Meetings Act".

**2015 BUDGET**

**INTRODUCTION OF BUDET:**

**Mr. William Schroeder and CFO Amy Maronpot will present the Mayor and Council with the 2015 Budget for discussion and Introduction**

Mayor Marino advised that we will open the meeting to the CFO Amy Maronpot and Auditor Mr. William Schroeder for comment then will open to the department heads present for their budget presentations.

Motion by councilmember Law, seconded by councilmember Krasnomowitz to open the meeting to Amy Maronpot, CFO and Mr. William Schroeder, Auditor. All members present in favor.

Mr. Schroeder advises that everyone has received and has with them the Preliminary Projected 2015 Budget. The budget as presented shows a \$26.00 increase in the local tax per \$151,700 of assessed valuation (Average Home) or \$17.14 per \$100,000 assessment. He feels it is a good solid budget and the town is in good shape. This budget shows the town to be \$323,000 below where we are allowed to be with the tax cap levy and the cap bank, \$128,000 below the expended cap and the fund balance shows an increase of \$300,000.

Motion by councilmember Law, seconded by councilmember Garrett to open the meeting to department heads. All members present in favor.

Fire Department – Chief William Oehler and Assistant Chief Jamie McCurry present the council

with their 2015 Budget of Fire Department Expenses. Their total budget for anticipated expenses is \$22,850.00 this does not include unforeseen miscellaneous expenses. Chief Oehler advises that all the expenses shown are required items. The 2015 proposed budget line item for the fire department is \$24,000.00. Chief Oehler is requesting that the town increase the amount by \$2,000.00. Long term he advises that the present fire truck is 25 years old and in the future the town will have to look into replacing it. The extraction Equipment is very old and parts are unavailable. Chief Oehler advises that to replace the existing system would cost in the neighborhood of \$35,000.00. He is offering an alternative purchase for this year, a smaller battery operated unit that can be operated by one person. This unit does not have all the capabilities of the larger full extraction unit but would be beneficial to the department and they would still have the use of the existing unit. This unit costs \$6,100.00 and would be an effective use for the department and then a future purchase of the existing system can be looked at in future years. He also is looking into inflatable air bags which would be another asset to the department. The air bag placed on a board and the person is now slightly elevated on the air bag during vehicle transport. The cost of this is \$5,800 a set.

EMS – Captain Joyce Oehler addresses the council. The 2015 proposed budget contribution to the First Aid Squad is \$13,500. She advises that with the shared service agreement with Hardyston Township for first aid services the town is receiving \$10,500 for the 2014 year and \$3375. Quarterly (13,000 year) for 2015. She is requesting that \$10,500 monies be put in the EMS Freeholder Grant line item. She would like to use the money for gear for the EMS members. She advises that procedure would be much like the fire department, any new gear or communication items would be dispersed to existing members first and the older items would be handed out to new members.

Council members advise that she should put together an estimate of cost for gear per volunteer, that some monies from the shared service agreement would be used to assist in her budget. Members and captain also discuss the yearly EMS grant received from the freeholders. The clerk will look into what if any amount was allocated to the Hardyston EMS and whether we can secure more monies since we are covering the Hardyston area.

Road Department – The 1990 Ford truck will need to be replaced as presently parts are unavailable for it. In place of such a large vehicle they are looking to replace it with a 250 utility truck with an estimated total complete cost of \$35,000 – 45,000. Requesting an increase in the salt budget, this year they went through 500 tons and the anticipated increase in 5 – 10%. Presently Hamburg is still waiting on a missing load of approximately 150 tons, which the road foreman has assured we will be receiving so that will put us in a good spot in the beginning of next year. Mike Schneider, Road Foreman advises that he would anticipate to retire in 6 years. He presently has 3 full time employees and 3 part time. His recommendation to the council for his replacement is a present part time employee. He would like to see this person be made full time, 40 hours with benefits so that he can begin the process of training and then when he retires the transition would be effortless.

Motion by councilmember Krasnomowitz, second by councilmember Garrett to close the meeting to the department heads. All members present in favor.

Mayor Marino discusses the police department, they are in good shape budget wise they are looking to obtain radios for the vehicles. They are at full complement staffing wise and the vehicle fleet newer so there is no request for a vehicle in the immediate future.

Mayor Marino would like to budget this year the purchase of a portable PA system so it can be taken outdoors and down to the pavilion when there are affairs. The estimated cost is around \$900.00. Discussed briefly is the recreation budget which presently has \$11,000.00 in the checking account.

The budget line item for Hamburg recreation is \$9,500.00. Discussed was the possibility of not holding summer recreation this year. It is a cost to of approximately a little under \$3,000.00 to run. Recreation has expressed that they do not want to stop the event.

Councilman Sena upon reviewing preliminary budget advises that we have included in the budget the extra session for the prosecutor, engineering for 2015 shows \$12,000, 2014 shows \$8,500 with only \$1,841 being expended so there may be some room there to take some money for the budgeted requests. Members discuss that engineering is not expected to be overly high this coming year but there are emergency generator projects that will have to be taken into consideration as there will be engineering costs associated with those.

Buildings and Grounds projected 2015 budget is \$29,000., 2014 was \$23,000 and that is what was spent. Council discusses the cost of the maintenance of the recreation fields and discusses taken that money from the Open Space Fund (\$75,872.00) as opposed to the building and grounds budget. Workman Comp budget amount is less that last year, CFO advises that much of the road water department work is water related she is taking some that the money from the water budget to compensate that cost.

Court – Councilmember Law discusses the letter to the council from the court regarding credit / debit payment of court fines. Presently on court night many defendants want to pay the fine by either debit or credit which Hamburg does not presently accept. These charges are then put on a payment plan by the court administer. Most defendants do not pay which creates a deficit in the court collections and forces the court to mail delinquent notices, proposed driving suspension notices and suspensions notices which is all another cost to the town. The proposal from the court is from Elavon. Elavon will provide the court with a machine and pin pad for a one-time cost of \$949.00. Fees are ½ percent to Elavon plus credit card company fees which could be from ½ percent to 3 percent. These convenience fees would have to be absorbed by the municipality, however, the amount of fines that would now be paid on court night would supersede the annual cost the municipality would have to spend. Councilmember Burd questions how the school tax number of 4 million is derived on our preliminary budget. Mr. Schroeder advises that it is an estimate, he adds 2% to the prior year school tax budget. Councilmember Krasnomowitz notes that the legal budget is down from last year as there was a lot of litigation last year.

Board discusses increasing fire department budget \$2,000.00. The cost for the Jaws machine can come out of Capital Improvement Fund. An ordinance will have to be prepared. Town will request the engineer to put together a Capital Improvement List.

Motion by councilmember Garrett, second by councilmember Krasnomowitz to open the meeting for Fire Chief Oehler and Asst. Chief McCurry. Asst. Chief advises that this year they would need at least 5 new gear sets at a cost of approximately \$5,000.00 each. Councilmember Garrett advises that with the doubling of EMS calls they now have they need the full \$27,500.00 budgeted this year (\$13,500 from Hamburg and \$13,500 from the monies received from Hardyston). He would also like the 2014 \$10,500.00 from Hardyston to go to the EMS for gear and pagers.

Chief Oehler questions why his is the only department that fuel costs come directly out of his budget. CFO advises that there is a line item for fuel and confirms that he is the only department that pays for their own fuel. The average cost per year is approximately \$500.00, town advises that they can take that from his budget and add it to the fuel line item.

Motion by councilmember Garrett, second by councilmember Law to close the meeting to the department heads

Mr. Schroeder briefly discusses the Utility Budget and advises that the budget it up \$2,300.00, the

fund balance is increased by \$36,000.00 and the rents collected are slightly higher. It is a balanced budget that looks very good. He discusses his recommendation of a steady increase each year vs a high spike down the road, if a 3% increase was proposed it would equate to a \$44.00 increase per year increase. Council discusses and for this year will keep the cost the same.

Motion by councilmember Sena, seconded by councilmember Burd to introduce the 2015 Budget by title with the following adjustments: \$2,000.00 from Buildings and Grounds to the Fire Department OE and \$500.00 from the Fire Department to the Fuel Oil Line item.

Roll Call

Ayes: Krasnomowitz, Burd, Law, Garrett, Sena  
 Nays: None  
 Abstain: None  
 Absent: Barr

**RESOLUTIONS:**

**#2015 – 09 – Budget Self-Exam**

Motion by councilmember Garrett, seconded by councilmember Krasnomowitz to accept resolution # 2015 09 as offered.

Roll Call

Ayes: Krasnomowitz, Burd, Law, Garrett, Sena  
 Nays: None  
 Abstain: None  
 Absent: Barr

**BOROUGH OF HAMBURG  
 BUDGET SELF EXAM RESOLUTUION  
 Resolution #2015 - 09**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination, and

**WHEREAS**, N.J.S.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997, and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 thru 7.5, the Borough of Hamburg has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2014 budget year, so

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Hamburg that in accordance with N.J.A.C. 5:30-7.6a & b and based upon the Chief Financial Officer’s certification. The Governing Body has found the budget has met the following requirements:

1. That with reference to the following items, the amount have been calculated pursuant to law and appropriated as such in the budget:
  - (a) Payment of interest and debt redemption charges.
  - (b) Deferred changes and statutory expenditures.
  - (c) Cash deficit of preceding taxes.

- (d) Reserve for uncollected taxes.
  - (e) Other reserves and nondisbursement items.
  - (f) Any inclusions of amount required for school purpose.
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law.)
  3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
  4. That pursuant to the Local Budget Law:
    - (a) All estimates of revenue are reasonable, accurate and correctly stated.
    - (b) Items of appropriation are properly set forth.
    - (c) In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
  5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
  6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Mayor and Council of the Borough of Hamburg at the March 16, 2015 Meeting.

Approved: 3/16/2015

Doreen Schott  
Municipal Clerk, RMC

Vote recorded as follows:

Present: Burd, Krasnomowitz, Law, Garrett, Sena

Absent: Barr

**EXECUTIVE SESSION RESOLUTION:**

Attorney Clemack will offer the following resolution to enter into executive session later this evening.

WHEREAS, the Mayor and Council of the Borough of Hamburg find it necessary to enter into executive session for the reasons hereafter cited:

- 1.
- 2.
- 3.

WHEREAS, N.J.S.A. 10:14012(b) of the Open Public Meetings Act provided for matters of this nature to be discussed in closed session; and

WHEREAS, the minutes of the closed session be taken and made available to the Public upon conclusion of the matter;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council advises the public that formal action may be taken later this evening on the matters discussed in closed session or on other matter.

**PUBLIC PORTION:**

Councilmember Krasnomowitz, seconded by councilmember Krasnomowitz made a motion to open

the meeting to the public for any questions or comments they might have with regard to the good and welfare with the Borough.

Hearing no comments from the public councilmember Krasnomowitz, seconded by councilmember Garrett made a motion to close the meeting to the public with all members present in favor.

**ADJOURNMENT**

Motion by councilmember Krasnomowitz, seconded by councilmember Law to adjourn the meeting at 9:15 PM

Date Approved: 4-6-15

Date Released: 4-6-15



Doreen Schott, RMC  
Municipal Clerk