

**TOWNSHIP COMMITTEE BUDGET WORKSHOP FEBRUARY 16, 2008**  
9:30 AM MUNICIPAL BUILDING 770 COOPERTOWN ROAD, DELANCO NJ

**ROLLCALL:** Devinney, present; Fitzpatrick, present; Hinkle, present; Templeton, present; Ouellette, present

**FLAG SALUTE:**

Mayor Ouellette led the flag salute.

**SUNSHINE STATEMENT**

Please be advised that proper notice of this meeting has been given in compliance with the Sunshine Law in the following manner. Written notice has been mailed to the Burlington County Times and the Courier Post and written notice has been posted on the official bulletin board of the Township of Delanco at least 48 hours prior to the meeting.

**MEETING OPEN TO THE PUBLIC**

Mayor Ouellette opened the meeting to the public.

**MEETING CLOSED TO THE PUBLIC**

Since there were no further comments or questions from the public, Mayor Ouellette closed the meeting to the public.

**DISCUSSION:**

**1. Status of DOT grant \$680K receivable**

- Mayor Ouellette reported that the Township received a check on January 11, 2008 in the amount of \$248,668.29 for the Burlington Avenue, Phase II Contract 1
- received email from Kathy at Birdsall Engineering on February 15, 2008 regarding Perkins Lane, Willow, and Center Streets process for payment
  - Perkins Lane - \$150,000 submitted by Township on January 14, 2008; payment expected next week
  - Willow Street – signed and submitted by NJDOT on February 14, 2008; payment expected 3-4 weeks
  - Center Avenue – NJDOT working on it
- Committeewoman Fitzpatrick added that DOT Phase II Contract 2 (Bend to Union Avenue) should be paid shortly

**2. Budget**

***Departmental budget proposals received:***

EMS, Historical Advisory Board, Municipal Clerk, Police, Public Library, Public Works, Recreation Commission, Tax Collector

***Departmental budgets not submitted:***

Animal Control, Court Administration, DYSA, Joint Land Use Board, Shade Tree Commission

**Discussion:**

- Township Committee needs 2007 actuals for each department in order to evaluate requests for 2008 – Committeewoman Fitzpatrick had asked Mr. Hudnell, for status of all accounts; recommended that each department head should appear to discuss/justify budget request
- **Request that CFO provide actuals for departments**
- Question: Do department heads receive the information they need to monitor their expenditures and to plan for following year(s)? Can this info be provided by the CFO to them under the current accounting system?
  - Noted that Public Works commonly has unspent funds at year end (KF: see the transfers at end year, for example).
    - Question regarding gasoline usage for Public Works and Police, also billing for Beverly Public Works
- Deputy Mayor Mike Templeton referred to his emailed request to the Township Administrator on financial data needed for budgeting (mandates, etc...)
- Mayor Ouellette passed out DLGS information regarding the upcoming budget guidance meeting dates/locales
- Referendum was discussed – Township Committee consensus is not to go to referendum
- Discussion of assessments/local taxes/appeal process/consistency/equalization – Deputy Mayor Templeton researched how equalization works at County, since Delanco was assessed near the peak of the real estate market – Information was that equalization adjusts according to progress of continuing sales figures, although there is a delay

**COAH/Mansion**

- Discussion of transferring COAH obligations for past rounds to Mansion – sense of Township Committee members is not to do that – Mayor Ouellette indicated he referred ALLY to Kevin and Mary Beth to discuss regarding the COAH units

**NJ American Water Company proposed rate increase; letter of objection**

- The Township Solicitor, Mr. Kearns, drafted a letter objecting to proposed rate increase of 23.35% that has been edited – edit of letter to be mailed by Mr. Devinney – Requesting Mr. Kearns email edited copy to Marie to print on the Township letterhead for the Township Committee members to sign
  - Changes:
    1. First sentence:  
“The Delanco Township Committee has learned of ....and submits this letter on behalf of its residents as a formal objection and protest...”
    2. Fifth paragraph:  
“The construction of that facility should not be used to justify a \$23.35% increase in costs to our residents; therefore we are strongly opposed to this increase.”

**Adjournment:**

Motion by Mrs. Hinkle, seconded by Deputy Mayor Templeton to adjourn the budget workshop meeting at 11:15AM

**Ed Devinney,  
Acting Secretary  
February 16, 2008**